

Tri-County Behavioral Healthcare Board of Trustees Meeting

August 27, 2020



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, August 27, 2020.

The Business Committee will convene at 9:00 a.m., the Program Committee will convene at 9:30 a.m.

In accordance with section 418.016 of the Texas Government Code, Governor Abbott, as part of his Disaster Declaration related to COVID-19, has suspended various provisions of the Open Meetings Act including the requirement that government officials and members of the public be physically present at a specified meeting location for a Board meeting. In compliance with this suspended rule, the Tri-County Board of Trustees meeting will convene via teleconference at 10:00 a.m. at the number listed below. The public is invited to call and offer comments to the Board of Trustees between 10:00 a.m. and 10:05 a.m.

Teleconference Line: **800-719-7514**
Access Code: 963492
[www.tcbhc.org/board-documents-August 2020 Board Packet](http://www.tcbhc.org/board-documents-August-2020-Board-Packet)

In compliance with the Americans with Disabilities Act, Tri-County Behavioral Healthcare will provide for reasonable accommodations for persons attending the Board Meeting. To better serve you, a request should be received with 48 hours prior to the meeting. Please contact Tri-County Behavioral Healthcare at 936-521-6119.

AGENDA

- I. Organizational Items**
 - A. Chair Calls Meeting to Order
 - B. Public Comment
 - C. Quorum
 - D. Review & Act on Requests for Excused Absence
- II. Approve Minutes - July 23, 2020**
- III. Executive Director's Report - Evan Roberson**
 - A. Operational Updates
 - B. CCBHC Update
 - C. Cleveland Land Purchase Update
 - D. Cleveland Portable Building Update
- IV. Chief Financial Officer's Report - Millie McDuffey**
 - A. FY 2020 Audit
 - B. FY 2021 Budget
 - C. CFO Consortium
 - D. Worker's Compensation Audit

V. Program Committee

Information Items

- | | |
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| A. Community Resources Report..... | Pages 10-13 |
| B. Consumer Services Report for July 2020..... | Pages 14-15 |
| C. Program Updates..... | Pages 16-21 |
| D. Update on the FY 2020-2021 Local Provider Network Development (LPND) Plan Review by the
Regional Planning and Network Advisory Committee (RPNAC)..... | Pages 22-23 |

VI. Executive Committee

Action Items

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| A. Annual Election of FY 2021 Board Officers..... | Page 24 |
| B. Executive Director's Evaluation, Compensation & Contract for FY 2021..... | Page 25 |
| C. Cast Election Ballot for Texas Council Risk Management Fund Board of Trustees..... | Pages 26-28 |

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| D. Personnel Report for July 2020..... | Pages 29-31 |
| E. Texas Council Risk Management Fund Claims Summary for July 2020..... | Pages 32-33 |
| F. Dates of Scheduled Board Meetings for Calendar Year 2021..... | Page 34 |
| G. Texas Council Quarterly Board Meeting Update..... | Page 35 |

VII. Business Committee

Action Items

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| A. Approve July 2020 Financial Statements..... | Pages 36-51 |
| B. Approve FY 2020 Year End Budget Revision..... | Pages 52-55 |
| C. Approve Proposed FY 2021 Operating Budget..... | Pages 56-59 |
| D. Approve FY 2021 Avail Solutions, Inc. Contract..... | Page 60 |
| E. Approve the FY 2021 Cypress Creek Inpatient Hospital Contract..... | Page 61 |
| F. Approve the FY 2021 Kingwood Pines Inpatient Hospital Contract..... | Page 62 |
| G. Approve FY 2021 Woodland Springs Contract..... | Page 63 |
| H. Ratify HHSC (DSHS) Treatment Adult Services (TRA) Contract No. HHS000663700009..... | Page 64 |
| I. Ratify HHSC Co-Occurring Mental Health (COPSD) Substance Abuse Services
Contract No. HHS000886900001..... | Page 65 |
| J. Ratify HHSC Treatment Services Youth (TRY) Substance Abuse Services
Contract No. HHS000663700100..... | Page 66 |
| K. Ratify HHSC Contract No. HHS000477100006, Community Mental Health Grant Program (HB13)..... | Page 67 |
| L. Ratify the FY 2021 HHSC IDD Performance Contract No. HHS000609300001..... | Page 68 |
| M. Ratify FY 2021 HHSC Contract No. HHS000693900003, Children's Autism Grant Program..... | Page 69 |
| N. Ratify East Texas Behavioral Healthcare Network (ETBHN) Services Contract..... | Page 70 |
| O. Independence Oaks Apartments..... | Page 71 |

Information Items

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| P. Board of Trustees Unit Financial Statements for July 2020..... | Pages 72-73 |
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VIII. Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney and Section 551.072, Real Property & Section 551.074, Personnel: Executive Director Evaluation.

Posted By:

Ava Green
Executive Assistant

Tri-County Behavioral Healthcare

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES MEETING

VIA TELECONFERENCE

July 23, 2020

Board Members Present:

Patti Atkins
Gail Page
Jacob Paschal
Morris Johnson
Tracy Sorensen
Richard Duren
Janet Qureshi
Sharon Walker

Board Members Absent:

Tri-County Staff Present:

Evan Roberson, Executive Director
Kenneth Barfield, Director of Management Information Systems
Catherine Prestigiovanni, Director of Strategic Development
Sara Bradfield, Director of Adult Behavioral Health
Melissa Zemencsik, Director of Child & Youth Behavioral Health
Darius Tuminas, Controller
Tabatha Abbott, Cost Accountant
Ava Green, Executive Assistant

Via Teleconference:

Millie McDuffey, Chief Financial Officer
Tanya Bryant, Director of Quality Management and Support
Amy Foerster, Chief Compliance Officer
Kathy Foster, Director of IDD Provider Services
Kelly Shropshire, Director of IDD Authority Services
Mary Lou Flynn-Dupart, Legal Counsel

Sheriff Representatives Present:

Via Teleconference:
Captain Tim Cannon, Montgomery County Sheriff's Office

Call to Order: Board Chair, Patti Atkins, called the meeting to order at 10:08 a.m. via teleconference.

Public Comment: There was no public comment.

Quorum: There being eight (8) Board Members present via teleconference, a quorum was established.

Resolution #07-23-01

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Jacob Paschal, Gail Page, Sharon Walker, Janet Qureshi and Tracy Sorensen that it be...

Resolved:

That the Board approve the minutes of the May 28, 2020 meeting of the Board of Trustees.

Executive Director's Report:

The Executive Director's report is on file.

- Operational Updates
- Grant Notifications
- Increase Service Demand

Chief Financial Officer's Report:

The Chief Financial Officer's report is on file.

- FY 2021 Budget Update
- FY 2020 Year End Budget Revision
- FY 2020 Audit
- Fixed Asset Inventory
- Texas Council Risk Management Fund Update

PROGRAM COMMITTEE:

Resolution #07-23-02

Motion Made By: Jacob Paschal

Seconded By: Janet Qureshi, with affirmative votes by Morris Johnson, Gail Page, Sharon Walker, Richard Duren and Tracy Sorensen that it be...

Resolved:

That the Board appoint Jeriann Renard as the new Mental Health Planning Network Advisory Committee Member to a two year term which expires August 31, 2022.

Resolution #07-23-03

Motion Made By: Jacob Paschal

Seconded By: Sharon Walker, with affirmative votes by Morris Johnson, Gail Page, Janet Qureshi, Richard Duren and Tracy Sorensen that it be...

Resolved:

That the Board approve the Provider Network Development Plan for FY 2020-2021.

Resolution #07-23-04

Motion Made By: Jacob Paschal

Seconded By: Janet Qureshi, with affirmative votes by Morris Johnson, Gail Page, Sharon Walker, Richard Duren and Tracy Sorensen that it be...

Resolved:

That the Board approve the Mental Health Quality Management and Utilization Management Plan for FY 2020-2021.

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Reports for May and June 2020 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

The FY 2020 Goals and Objectives Progress Report was reviewed for information purposes only.

The 3rd Quarter FY 2020 Corporate Compliance and Quality Management Report was reviewed for information purposes only.

The 4th Quarter FY 2020 Corporate Compliance Training was reviewed for information purposes only.

EXECUTIVE COMMITTEE:

Board Chair, Patti Atkins, nominated Morris Johnson, Jacob Paschal and Tracy Sorensen to the Nominating Committee for the FY 2021 Board Officers. Morris Johnson was chosen as the Chair of this committee.

Board Chair, Patti Atkins, nominated Gail Page, Sharon Walker, Richard Duren and Janet Qureshi to the Executive Director's Evaluation Committee. Gail Page was chosen as the Chair of this committee.

Resolution #07-23-05

Motion Made By: Jacob Paschal

Seconded By: Gail Page, with affirmative votes by Morris Johnson, Janet Qureshi, Sharon Walker, Richard Duren and Tracy Sorensen that it be...

Resolved:

That the Board approve the revision to Board Policy E.24, Retention of Fund Balance.

Resolution #07-23-06

Motion Made By: Morris Johnson

Seconded By: Tracy Sorensen, with affirmative votes by Jacob Paschal, Janet Qureshi, Sharon Walker, Richard Duren and Gail Page that it be...

Resolved:

That the Board ratify the revisions to Board Policy F.3, Leave.

The Personnel Reports for May and June 2020 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary for June 2020 was reviewed for information purposes only.

BUSINESS COMMITTEE:

Resolution #07-23-07

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Jacob Paschal, Janet Qureshi, Sharon Walker, Tracy Sorensen and Gail Page that it be...

Resolved:

That the Board approve the May 2020 Financial Statements.

Resolution #07-23-08

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Jacob Paschal, Janet Qureshi, Sharon Walker, Tracy Sorensen and Gail Page that it be...

Resolved:

That the Board approve the June 2020 Financial Statements.

Resolution #07-23-09

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Jacob Paschal, Janet Qureshi, Sharon Walker, Tracy Sorensen and Gail Page that it be...

Resolved:

That the Board approve the recommendation for the FY 2021 Employee Health Insurance, Basic Life/Accidental Death & Dismemberment, and Long Term Disability Plans.

Resolution #07-23-10

Motion Made By: Morris Johnson

Seconded By: Tracy Sorensen, with affirmative votes by Jacob Paschal, Janet Qureshi, Sharon Walker, Richard Duren and Gail Page that it be...

Resolved:

That the Board approve the Amendment to the Interlocal Agreement to participate in Texas Council Risk Management Fund's Minimum Contribution Plan for Worker's Compensation Coverage.

Resolution #07-23-11

Motion Made By: Morris Johnson

Seconded By: Tracy Sorensen, with affirmative votes by Jacob Paschal, Janet Qureshi, Sharon Walker, Richard Duren and Gail Page that it be...

Resolved:

That the Board approve the purchase of property on Liberty Street in Cleveland, Texas and authorize the sale of 302 Campbell Street in Cleveland, Texas.

Resolution #07-23-12

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Jacob Paschal, Janet Qureshi, Sharon Walker, Tracy Sorensen and Gail Page that it be...

Resolved:

That the Board approve the purchase of a 2020 Ford Edge vehicle for center staff.

Resolution #07-23-13

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Jacob Paschal, Janet Qureshi, Sharon Walker, Tracy Sorensen and Gail Page that it be...

Resolved:

That the Board ratify rental and installation of a portable building in Cleveland, Texas.

Tri-County's 2018 990 Tax Return was reviewed for information purposes only.

The 3rd Quarter FY 2020 Investment Report was reviewed for information purposes only.

The Board of Trustees Unit Financial Statements for May and June 2020 was reviewed for information purposes only.

The Tri-County Consumer Foundation Board Update was reviewed for information purposes only.

The regular meeting of the Board of Trustees adjourned at 11:20 a.m. to go into Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney; and Section 551.074, Executive Director Evaluation.

The meeting of the Board of Trustees reconvened at 11:38 a.m. to go into regular session.

Resolution #07-23-14

Motion Made By: Morris Johnson

Seconded By: Gail Page, with affirmative votes by Sharon Walker, Patti Atkins, Richard Duren and Jacob Paschal that it be...

Resolved:

That the Board authorize recommendation to issue settlement demand letter to Cook Construction and further authorize the Executive Director to negotiate the settlement for Board review and approval.

The regular meeting of the Board of Trustees adjourned at 11:40 a.m.

Adjournment:

Attest:

Patti Atkins
Chair

Date

Jacob Paschal
Secretary

Date

Agenda Item: Community Resources Report Committee: Program	Board Meeting Date: August 27, 2020
Background Information: None	
Supporting Documentation: Community Resources Report	
Recommended Action: For Information Only	

Community Resources Report

July 24, 2020 – August 27, 2020

Volunteer Hours:

Location	July
Conroe	11.0
Cleveland	0
Liberty	4.0
Huntsville	6.0
Total	21.0

COMMUNITY ACTIVITIES:

7/27/20	Veterans Basic Certification Training – In person	Conroe
7/27/20	Service Members, Veterans, and Family Peer Support During COVID-19 Meeting – Virtual	Conroe
7/28/20	Justice Involved Veterans Meeting – Armatus – In Person	Huntsville
7/29/20	Lonestar Convention Center Blood Drive	Conroe
7/29/20	Veterans Mentor Meeting - Virtual	Conroe
7/29/20	Victim Services in the Military; Domestic Violence and Legal Issues Meeting – Virtual	Conroe
7/30/20	United Way Veteran Volunteer Update Meeting – In Person	The Woodlands
7/30/20	Women’s Veterans Monthly Meeting – Virtual	Conroe
8/3/20	HEARTS Museum Veteran Meeting – In Person	Huntsville
8/3/20	Henry’s Home Collaboration Initiative – In Person	Conroe
8/3/20	Splendora ISD Prevention Services Planning Meeting with Administrators – Virtual	Splendora
8/4/20	Walker County Sheriff’s Office Training – In Person	Huntsville
8/4/20	Liberty County Veterans Treatment Court – In Person	Liberty
8/5/20	Healing Waters for Veterans Program Update Meeting – In Person	Conroe
8/6/20	Grassroot Networking Meeting – Virtual	Conroe
8/6/20	Walker County Sheriff’s Office Training – Part II – In Person	Huntsville
8/7/20	Youth Empowerment Services Presentation for STAR Kids Care Management – Virtual	Conroe
8/7/20	What to Expect When Students Return; Mental Health after COVID-19 Presentation for Grangerland Intermediate School Staff – In Person	Grangerland
8/7/20	Woodforest Middle School Prevention Services Planning Meeting with New Caney ISD Administrators – Virtual	Porter
8/10/20	Tavola Elementary School Prevention Services Planning Meeting with New Caney ISD Administrators – Virtual	New Caney
8/10/20	Education Meeting and Marketing on Substance Use Disorders to CASA Workers – Virtual	Conroe

8/10/20	Liberty County Community Resource Coordination Group – Virtual	Liberty
8/10/20	Montgomery County Homeless Coalition Board Meeting – Virtual	Conroe
8/11/20	Montgomery County Community Resource Coordination Group – Virtual	Conroe
8/11/20	Assisting Victims Escape and Recover from Trafficking Meeting – Virtual	Conroe
8/11/20	Combined Arms Wellness Committee Meeting for Veterans – In Person	Conroe
8/11/20	Veterans Administration Webinar - Virtual	Conroe
8/12/20	Conroe Noon Lions Club Virtual Board Meeting – In Person	Conroe
8/12/20	Montgomery County Veterans Treatment Court – Virtual	Conroe
8/13/20	Langetree Duck Farm Collaborative Veterans Meeting – In Person	Liberty
8/13/20	Behavioral Health Suicide Prevention – Military Connected Subgroup – Virtual	Conroe
8/13/20	Liberty County Veteran Resource Meeting – In Person	Liberty
8/14/20	Veterans COVID-19 Support Group – Virtual	Conroe
8/15/20	Armatus Veterans Peer Support Day – In Person	Huntsville
8/17/20	Sean Hanna Veterans Support Meeting – Virtual	Conroe
8/17/20	Service Members, Families and Veterans & COVID Meeting – Virtual	Conroe
8/18/20	Veterans Task Force Meeting - Virtual	Conroe
8/18/20	Montgomery County Civil Service Commissioners Meeting – In Person	Conroe
8/18/20	Montgomery County Community Resource Coordination Group – Virtual	Conroe
8/19/20	Texas Helping Outreach Professional Engagement (HOPE) Consortium – Virtual	Conroe
8/19/20	Montgomery County Jail Collaborative Meeting – Virtual	Conroe
8/19/20	Women’s Veterans Networking Meeting – Virtual	Conroe
8/19/20	Women’s Veterans Group – Kitchen Tales Meeting – Virtual	Conroe
8/20/20	Montgomery County Homeless Coalition Community Meeting – Virtual	Conroe
8/20/20	Behavioral Health Suicide Prevention Taskforce Meeting – Virtual	Conroe
8/20/20	Hero’s Pantry Collaborative Meeting – In Person	Spring
8/24/20	Service Members Veterans Family Peer Support Meeting – In Person	Conroe
8/25/20	Veteran Mentor Meeting – Virtual	Conroe
8/26/20	Warrior Community Integration Symposium - Virtual	Conroe
8/26/20	Montgomery County Veterans Treatment Court – Virtual	Conroe
8/26/20	Walker County Community Resource Coordination Group – Virtual	Huntsville

8/27/20	Women's Veterans COVID-19 Support and Networking - Virtual	Conroe
8/27/20	Warrior Community Integration Symposium – Day 2 - Virtual	Conroe

UPCOMING ACTIVITIES:

8/28/20	New Caney ISD Counselor's Meeting – In Person	New Caney
8/28/20	Staffing with Walker County Juvenile Justice – Virtual	Huntsville
8/29/20	Military Veteran Peer Network Meeting – In Person	Conroe
9/15/20	Montgomery County Community Resource Coordination Group – Virtual	Conroe
9/16/20	Walker County Community Resource Coordination Group – Virtual	Huntsville
9/25/20	Staffing with Walker County Juvenile Justice – Virtual	Huntsville

Agenda Item: Consumer Services Report for July 2020 Committee: Program	Board Meeting Date: August 27, 2020
Background Information: None	
Supporting Documentation: Consumer Services Report for July 2020	
Recommended Action: For Information Only	

Consumer Services Report July 2020

Consumer Services	Montgomery	Cleveland	Liberty	Walker	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	584	54	39	49	726
Crisis and Transitional Services (LOC 0, LOC 5)	43	0	0	0	43
Psychiatric Emergency Treatment Center (PETC) Served	38	0	3	5	46
Psychiatric Emergency Treatment Center (PETC) Bed Days	151	0	11	15	177
Adult Contract Hospital Admissions	41	4	3	3	51
Child and Youth Contract Hospital Admissions	5	0	1	0	6
Total State Hospital Admissions	0	0	0	0	0
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1408	205	114	90	1817
Adult Medication Services	995	86	64	105	1250
Child Service Packages (LOC 1-4 and YC)	723	59	29	80	891
Child Medication Services	192	11	6	31	240
TCOOMMI (Adult Only)	109	13	15	11	148
Adult Jail Diversions	0	0	0	0	0
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	0	0	0	0	0
Service Coordination	733	37	45	70	885
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	25	4	14	18	61
Substance Abuse Services					
Children and Youth Prevention Services	0	0	0	0	0
Youth Substance Abuse Treatment Services/COPSD	7	0	0	0	7
Adult Substance Abuse Treatment Services/COPSD	59	0	0	2	61
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	42	0	0	0	42
Home and Community Based Services Interest List	1962	151	176	226	2515
July Served by County					
Adult Mental Health Services	1878	165	128	207	2378
Child Mental Health Services	808	62	34	89	993
Intellectual and Developmental Disabilities Services	791	45	57	75	968
Total Served by County	3477	272	219	371	4339
July Number Served by Phone by County					
Adult Mental Health Services	1195	106	41	105	1447
Child Mental Health Services	732	56	32	83	903
Intellectual and Developmental Disabilities Services	783	45	55	75	958
Total Served by County	2710	207	128	263	3308
July Number of Services by Phone by County					
Adult Mental Health Services	2505	218	83	209	3015
Child Mental Health Services	2550	164	113	335	3162
Intellectual and Developmental Disabilities Services	2930	172	258	333	3693
Total Served by County	7985	554	454	877	9870
June Served by County					
Adult Mental Health Services	1883	179	153	205	2420
Child Mental Health Services	855	65	40	83	1043
Intellectual and Developmental Disabilities Services	783	43	56	77	959
Total Served by County	3521	287	249	365	4422

Agenda Item: Program Updates Committee: Program	Board Meeting Date: August 27, 2020
Background Information: None	
Supporting Documentation: Program Updates	
Recommended Action: For Information Only	

Program Updates

July 24, 2020 – August 27, 2020

Crisis Services

1. There are two teams that provide 24/7 staffing for the Walk-In Clinic and the Mobile Crisis Outreach Team which are based at the PETC in Conroe. One team works Sunday through Tuesday, the other team covers Wednesday through Friday, and they alternate Saturdays. Each team is comprised of one masters-level supervisor and five bachelor's-level staff. The team that covers Sunday – Tuesday has three staff who are not working for a variety of reasons and one who is not coming to the facility, but can utilize televideo equipment from her home to assess individuals who are at the PETC facility. Only the supervisor and one bachelor's-level staff are physically reporting to work at this time, which has resulted in challenges providing the required coverage.
2. We are getting closer to having everything in place to start utilizing psychiatrists with ETBHN to provide crisis on-call coverage from 10pm to 8am seven days a week. This will ease the strain on the three Tri-County psychiatrists who are currently providing that on-call coverage. We continue to test televideo equipment to ensure the ETBHN psychiatrists will be able to conduct televideo evaluations and there are some administrative tasks related to accessing the electronic health record, etc. that are underway.
3. We have filled the psychiatrist position at the PETC that has been open for several months. The new psychiatrist must finish his notice period at his current job and will be joining us in November. We are also excited to report that he speaks fluent Spanish.
4. We saw a 47% increase in hotline calls in July of 2020 when compared to July of 2019. Most persons calling the line have been referred to outpatient assessment services so they can be evaluated for ongoing care.

MH Adult Services

1. In preparation for CCBHC, the Rural Clinics are providing training and support to staff on care coordination, which changes the model for service provision from referral to connection to providers to address needs, thereby allowing a more holistic approach to care. During implementation of this process, the feedback from clients and staff has been positive and there has been a noticeable increase in engagement with routine case management services. The program is looking forward to helping clients to reach their recovery goals using this strategy.
2. The intake program has observed a 35% increase in requests for services compared to the same period in 2019. The program has also identified that during the pandemic, the primary concerns reported are related to depression and anxiety, with many of those requesting care presenting for treatment for the first time in their lives due to difficulty managing symptoms. In addition to demand from persons that are new to our services, we also expect to see persons requesting treatment that have lost insurance.
3. The First Episode Psychosis program staff participated in the first FEP conference, which was held online. The conference allowed the team to engage with other providers from around the country and learn about innovative strategies and techniques related to topics

including peer supports, issues with psychosis, building programs, screening tools, and future of FEP programs. Overall, this was an invaluable experience for the team.

4. The Adult Outpatient Program has made changes to the routine, office-based treatment to provide additional support during COVID-19 which is intended to increase support, provide higher quality and more comprehensive care to individuals served. Services continue to be provided telephonically, but individuals are reporting enhanced satisfaction with services received and appreciation for the extra care and quality time spent with their Case Coordinator.

MH Child and Youth Services

1. Our Child and Youth Mental Health Specialists started weekly, small group virtual meetings to discuss different barriers and stressors they are facing while navigating working from home and telehealth services as well as discussing wins and accomplishments. The goal of these groups is to help boost morale and selfcare, allow staff to continue to see and interact with each other regularly, and provide the best services they can. We are receiving positive feedback from staff and starting to see some improvements in client engagement.
2. Our Child and Youth Counselors have all completed training in order to provide Trauma-Focused Cognitive Behavioral Therapy to our children and youth who are experiencing emotional and behavioral reactions to traumatic experiences. This evidence-based approach engages the caregivers in the healing process as well.
3. The school-based teams are excited they are back to their campuses. They will continue to provide telehealth services to kids that are not at school, but are looking forward to safely getting back into the groove of coordinating with school district staff on their campuses.
4. We are excited about our new school-based campuses Creighton Elementary and San Jacinto Elementary. The San Jacinto Elementary campus program is funded in part by the Houston Methodist Foundation. At Creighton we will be able to continue our relationship with Ms. Thacker the former principal at Armstrong Elementary which has been a very successful clinic.

Criminal Justice Services

1. The TCOOMMI program had a program audit for the months of April, May, and June of FY 2020. There was one small finding in the audit related to the web application that data is entered into at the state. Auditors indicated that Tri-County was the only center consistently using their screening form as directed, that we had everything for them as requested and that our documentation looked good. They stated that we have one of the stronger programs in the state and were pleased with our ability to consistently meet contract requirements.
2. The Liberty County Jail will move under the supervision of the Sheriff's office, effective October 1. While the impact of this change is unknown at this time, an increase in requests for Tri-County involvement with assessments and diversion of incarcerated individuals is expected.

Substance Use Disorder Services

1. The Adult Substance Use Disorder Treatment program will be offering a virtual counseling group using telehealth. Although the group is limited, it is anticipated that this treatment modality will increase positive treatment outcomes among participants, as well as enhance motivation to change, build social supports, and promote long-term recovery.
2. The Adult SUD program reports receiving approval for the Community Mental Health Grant Program, which will allow an extension of treatment services in the Expanded Substance Use Disorder Treatment Program. This program is designed to serve as a bridge between mental health and substance use treatment, providing an opportunity to foster motivation and readiness to change and encourage engagement in substance use treatment.
3. We have received renewals of all three SUD treatment programs as a part of an FY 2020 grant application process and each program was funded at higher levels for FY 2021 than they had been in the past.
4. Our prevention team has received approval and is prepared to provide Curriculum-Based Prevention Skills Groups via the video platforms hosted by participating schools. We have groups scheduled to start in September.

IDD Services

1. IDD Provider Day Habilitation sites have been closed since March 18th and currently do not have an opening date identified. Families are hoping we open our doors soon because their family members are struggling. When staff evaluate opening Day Habilitation sites, we have to be aware of challenges with both complex comorbid health conditions of some of the staff and potential difficulty with social distancing. Staff are working on plans to open Day Habilitation in the next couple of months if COVID-19 numbers continue to decline.
2. IDD Provider Supervised Living Homes have been doing well providing 24/7 services within the home. Some of our consumers are unable to understand the restrictions that have been placed on society due to COVID-19.
3. IDD Provider Surveys were delayed again and staff were notified they will resume August 24th. HHSC is going to work on the most out of date surveys first, so we may not have our review for several months to come. Our Survey is typically scheduled in May or June.
4. IDD Provider services experienced one COVID-19 positive consumer case in Host Home setting and the Host Home Provider also tested positive. A second consumer who lives in the home tested negative so arrangements were made for the individual to be moved out of the home for their safety. Fortunately, the consumer that tested positive had fever for a couple of days and then no further symptoms. We had to report this positive client to HHSC and they assigned a COVID-19 investigator who called to monitor the status weekly until the client and provider were well.
5. IDD Authority Service Coordinators continue to work from home and have been successful in contacting the majority of families. Some families and providers are growing tired of the phone calls.
6. Contacting individuals in nursing facilities continues to be a challenge. Nursing facilities continue to have responsibility for the care of individuals while also experiencing staff shortages. Service Coordinators believe that it is essential to attempt to contact these

Nursing Facility clients to ensure that they are staying healthy and their needs are being met.

7. As of August 3rd, there have been 40 slots offered off of the HCS Interest List in our three counties.

Support Services

1. Quality Management (QM):

- a. The Continuous Quality Improvement (CQI) Committee met two times in August to continue working on the FY 20 CQI goals which include increasing staff competency of the CQI Program and annual goals, reduction of the no show rate, suicide reduction, and reduction of 30 day re-hospitalizations.
- b. Staff coordinated follow up and training resulting from the Optum Corrective Action Plan which was approved by Optum on July 16, 2020.
- c. Staff participated in the Quarterly Superior audit via televideo on August 12, 2020 where four charts were reviewed for services provided between April and July.
- d. Staff reviewed and submitted three record requests from private insurance companies for 26 client charts dating back to January of 2019.
- e. Staff reviewed and submitted one record request from Amerigroup Medicare for 24 client charts dating back to January of 2019.

2. Utilization Management (UM):

- a. The Junior Utilization Management Committee continues to track and monitor the Center's performance data to ensure that required measures are met, to monitor CQI data for changes and identify trends in the data that may help guide program services.
- b. Staff reviewed 39 notes containing the Co-Occurring Psychiatric and Substance Use Disorder (COPSD) modifier for the month of July to ensure proper use and documentation of this modifier for individuals indicating a need for Substance Use Disorder Intervention and provided additional training to staff as indicated.

3. Training:

- a. Staff continue to provide Trauma Informed Care 2.0 through virtual trainings and are on target to have all staff trained by August 31, 2020.
- b. New Hire Orientation has continued through a combination of face to face and virtual training which has been successful to date.
- c. The Clinical Trainer is developing and currently providing a series of trainings to staff that will help them prepare for the Center attaining certification as a Certified Community Behavioral Health Center (CCBHC).

4. Veteran Services and Veterans Counseling/Crisis:

- a. The Veteran Support team has been able to provide a number of services out in the field through Henry's Home Horse Sanctuary and the Langetree Duck Farm; both providing animal support for Service Members, Veterans, and their family members.
- b. Veterans virtual support groups have increased over the past couple of months due to ongoing stress, anxiety, and depressive symptoms.

- c. Veterans crisis services and case management has also increased due to more Veterans than ever reaching out for help.
- d. We are training the Walker County Sheriff's Department in First Responders Mental Health First Aid and have held two different classes to date.

5. Planning and Network Advisory Committee(s) (MH and IDD PNACs):

- a. The IDD PNAC met on August 19, 2020 where they reviewed program services and membership needs. The committee is currently seeking two additional members and following up on one referral.
- b. The Regional PNAC met on August 19, 2020 to review the Local Provider Network Development Plans for the participating Centers.
- c. We are currently seeking two additional members for the MH PNAC.

Community Activities

- 1. The COVID-19 Team is working with an unprecedented amount of community members in crisis; most of which have never received services. In addition, one-third of these individuals are being referred to crisis therapy services due to the severity of symptoms being outside the scope of practice for our QMHP staff.
- 2. Mental Health First Aid has begun offering classes again and has completed their first on-line training. The class has decreased from an eight-hour class to a six-hour class; making it easier to provide in the community.
- 3. The new Superintendent of Huntsville ISD reached out for us to continue participating on the Student Care Team. The school system is very concerned about the teacher's ability to manage the symptoms the children are going to be returning with and want to begin troubleshooting issues.
- 4. Staff attended the Texas HOPE Consortium whose goal is to increase support and care of our local immigrant communities and prevent these individuals from being taken for granted.

<p>Agenda Item: Update on the FY 2020-2021 Local Provider Network Development (LPND) Plan Review by the Regional Planning and Network Advisory Committee (RPNAC)</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>August 27, 2020</p>
<p>Background Information:</p> <p>As you will recall, the FY 2020-2021 Draft LPND Plan was reviewed at the last Board meeting and was pending final review and comment by the RPNAC which was scheduled to meet on August 19, 2020.</p> <p>During the RPNAC meeting, participating Centers discussed their efforts to identify interested providers, seek feedback and comment on their respective LPND Plans, as well as ways that Centers continue to seek to gain administrative efficiencies. The RPNAC had no additional recommendations outside of the comments that outlined the discussion mentioned above:</p> <ul style="list-style-type: none"> • Each Center reported postings on their various public internet venues of the opportunity to provide comprehensive services as part of the service network. Centers have regular stakeholder meetings throughout the year to continue to connect with potential providers. • No ETBHN Centers received notice of individuals or organizations interested in providing comprehensive services. • Administrative efficiencies gained by each Center include services received through ETBHN and Texas Council of Community Centers, as well as through partnerships with other Centers within the ETBHN Network. <p>With no additional public comment or interested providers, Tri-County will update the plan with the comments provided by the RPNAC and will plan to file the report with the State.</p>	
<p>Supporting Documentation:</p> <p>RPNAC 2020 LPND Review Summary Report Provided by ETBHN</p>	
<p>Recommended Action:</p> <p>For Information Only</p>	

REGIONAL PLANNING AND NETWORK ADVISORY COMMITTEE

2020 PROVIDER NETWORK DEVELOPMENT PLAN

LOCAL AUTHORITY: TRI-COUNTY BEHAVIORAL HEALTHCARE

The Regional Planning and Network Advisory Committee (RPNAC) reports to each participating East Texas Behavioral Health Network (ETBHN) Members' Board / Governing Body regarding planning, development, design, management and evaluation of the local provider network, including but not limited to:

- Client care issues in Network Development;
- Client choice issues in Network Development;
- Ultimate cost-benefit issues in Network Development; and
- Best use of public money in Network Development.

The RPNAC is comprised of Members representing each of the ten participating Centers of ETBHN, appointed by the Local Authority Board / Governing Body of each respective Member Center.

Every two years, the Community Center's Local Plan is developed as required by the Performance Contract with Texas Health and Human Services. Each Center engages in procurement of providers of comprehensive behavioral health services in their service area in an effort to afford client choice. The Plans are posted for public comment and input, and approval by the RPNAC is required.

On August 19, 2020, the RPNAC Center Representatives presented their 2020 Provider Network Development Plan to the RPNAC for review. Center Liaisons and ETBHN staff compiled this information and the RPNAC completed its evaluation.

RECOMMENDATIONS:

There were no recommendations that applied to any individual Center; however, there were comments and discussion by and for each Community Center.

The comments were as follows:

- Each Center reported postings on their various public internet venues of the opportunity to provide comprehensive services as part of the service network. Centers have regular stakeholder meetings throughout the year to continue to connect with potential providers.
- No ETBHN Centers received notice of individuals or organizations interested in providing comprehensive services.
- Administrative efficiencies gained by each Center include services received through ETBHN and Texas Council of Community Services, as well as through partnerships with other Centers within the ETBHN Network.

Submitted by Terrie Mayfield, ETBHN Director

Agenda Item: Annual Election of FY 2021 Board Officers Committee: Executive	Board Meeting Date August 27, 2020
Background Information: The By-laws for the Tri-County Board of Trustees require Board officers to be elected each fiscal year. Morris Johnson, Chair of the Nominating Committee, will present the slate of officers for election. Members of the Nominating Committee also include Jacob Paschal and Tracy Sorensen.	
Supporting Documentation: None	
Recommended Action: Elect Officers for FY 2021 Board of Trustees	

Agenda Item: Executive Director's Annual Evaluation, Compensation and Contract for FY 2021 Committee: Executive	Board Meeting Date August 27, 2020
Background Information: Annually, the Board of Trustees reviews the Executive Director's performance and considers the terms of the contract and annual compensation. Performance evaluation surveys and a FY 2020 Progress Report on goals and objectives were distributed to all Trustees and members of the Management Team. The results of the surveys were compiled by Gail Page, Chair of the Evaluation Committee. Members of the Evaluation Committee also include Sharon Walker, Richard Duren and Janet Qureshi.	
Supporting Documentation: None	
Recommended Action: Review Executive Director's Evaluation, Compensation and Contract Extension and Take Appropriate Action	

<p>Agenda Item: Cast Election Ballot for Texas Council Risk Management Fund Board of Trustees</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>August 27, 2020</p>
<p>Background Information:</p> <p>The election process to fill the positions of the Board of Trustees in Places 4, 5 and 6 will be completed during the Texas Council Risk Management Fund Board Meeting on November 20th. Election ballots are due by Friday, October 30th.</p> <p>Only one (1) candidate can be selected for each of the three (3) places:</p> <ul style="list-style-type: none"> • Judge Van L. York (Incumbent) • Mr. John Jackson (Incumbent) • Mr. Gus Harris (Incumbent) 	
<p>Supporting Documentation:</p> <p>Memorandum from the Texas Council Risk Management Fund Nominating Committee</p> <p>Election Ballot</p>	
<p>Recommended Action:</p> <p>Cast Election Ballot for the Texas Council Risk Management Fund Board of Trustees to Fill Places 4, 5 and 6</p>	



August 10, 2020

MEMORANDUM

To: Executive Directors
Member Centers, Texas Council Risk Management Fund

From: Nominating Committee

Subject: **Board of Trustees Election Ballot
Places 4, 5, and 6**

The election process for Places 4, 5, and 6 will be completed at the November 20, 2020 Annual Member Meeting of the Texas Council Risk Management Fund. Attached is the ballot indicating the eligible candidates for this election.

There are three expiring terms and the Nominating Committee has prepared a ballot based on incumbent Board members. The nominees are as follows: Judge Van L. York (Place 4), Mr. John Jackson (Place 5), and Mr. Gus Harris (Place 6).

Please return the election ballot by email, mail or fax so that it is received in the Fund's office **no later than Friday, October 30, 2020**. You may also vote in person (or virtually, if the meeting not held in person) at the Annual Member Meeting on November 20, 2020.

If you have any questions, please contact Greg Womack (512) 963-8192. You may also dial toll free (800) 580-6467 x12309 or email: greg.womack@sedgwick.com

cc: TCRMF Board of Trustees
Advisory Committee
Pam Beach



**TEXAS COUNCIL RISK MANAGEMENT FUND
BOARD OF TRUSTEES ELECTION BALLOT**

At the November 20, 2020 Annual Member Meeting of the Texas Council Risk Management Fund, elections will be held to fill the positions of Trustees in Places 4, 5, and 6 which are expiring. Each center may cast its ballot by email, mail or fax. Votes may also be cast in person (or virtually, if the meeting not held in person) at the Annual Member Meeting to be held on November 20, 2020.

Please vote for one candidate for each of the three places.

Place 4	[]	Judge Van L. York
Place 5	[]	Mr. John Jackson
Place 6	[]	Mr. Gus Harris

I certify that the above represents the Board of Trustees Election Ballot of the below named Texas Council Risk Management Fund member and that I am duly authorized to execute and deliver this ballot on behalf of the Center.

Name of Community Center

Signature of Authorized Representative

Date

**PLEASE COMPLETE AND EMAIL, MAIL OR FAX THIS BALLOT
NO LATER THAN October 30, 2020 TO:**

TEXAS COUNCIL RISK MANAGEMENT FUND
P.O. Box 26655, Austin, Texas 78755-0655
Fax Number (614) 956-2636 **Attention: Kathy Hulse**
Email: kathy.hulse@sedgwick.com

Agenda Item: Personnel Report for July 2020 Committee: Executive	Board Meeting Date: August 27, 2020
Background Information: None	
Supporting Documentation: Personnel Report for July 2020	
Recommended Action: For Information Only	

Personnel Report July 2020

Total Applications received in July = 213

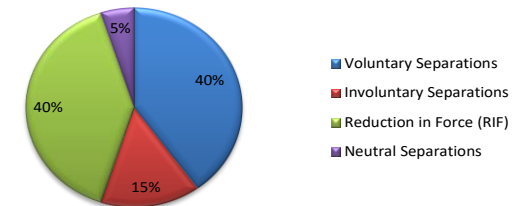
Total New Hires for the month of July = 7

Total New Hires Year to Date = 114

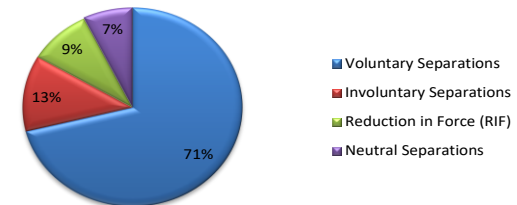
July Turnover - FY20 compared to FY19	FY20	FY19
Number of Active Employees	366	349
Number of Monthly Separations	20	10
Number of Separations YTD	97	105
Year to Date Turnover Rate	27%	30%
July Turnover Rate	5%	3%

Separations by Reason	July Separations	FY20 YTD
Better Pay	2	11
Commute	0	5
Death	0	0
Dissatisfaction with Supervisor/Job	0	3
Family	1	10
Another job	1	13
Lack of Opportunity for Advancement	0	1
Relocating	1	7
Retirement	1	4
Return to School	1	4
Schedule	1	2
Uncomfortable with Job Duties	0	3
Health	0	4
RIF	8	9
Neutral Termination	1	9
Involuntarily Terminated	3	12
Total Separations	20	97

July Voluntary, Involuntary, RIF and Neutral Separations



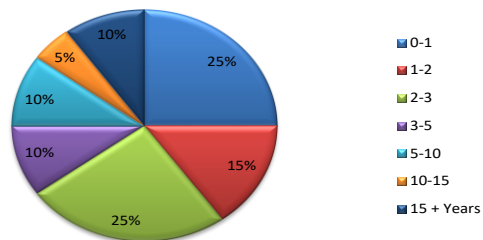
Year to Date Voluntary, Involuntary, RIF and Neutral Separations



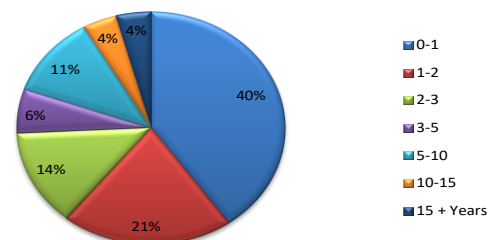
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% July	% Year to Date
Evan Roberson	23	0	0	0%	0%
Millie McDuffey	34	0	10	0%	29%
Amy Foerster	5	0	1	0%	20%
Tanya Bryant	10	0	2	0%	20%
Sara Bradfield	89	3	25	3%	28%
Melissa Zemencsik	76	5	24	7%	32%
Catherine Prestigiovanni	14	0	5	0%	36%
PETC	51	1	9	2%	18%
Kelly Shropshire	35	3	6	9%	17%
Kathy Foster	21	8	14	38%	67%
Kenneth Barfield	8	0	1	0%	13%
Total	366	20	97		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% July	% Year to Date
Supervisors & Managers	25	0	2	0%	8%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	48	0	9	0%	19%
Professionals (QMHP)	115	8	39	7%	34%
Professionals (QIDP)	28	3	6	11%	21%
Licensed Staff (LCDC, LPC...)	24	1	3	4%	13%
Business Services (Accounting)	11	0	3	0%	27%
Central Administration (HR, IT, Executive Director)	18	0	5	0%	28%
Program Support(Financial Counselors, QA, Training, Med. Records)	56	0	13	0%	23%
Nurse Technicians/Aides	17	0	3	0%	18%
Service/Maintenance	8	0	0	0%	0%
Direct Care (HCS, Respite, Life Skills)	16	8	14	50%	88%
Total	366	20	97		

July Separations by Tenure

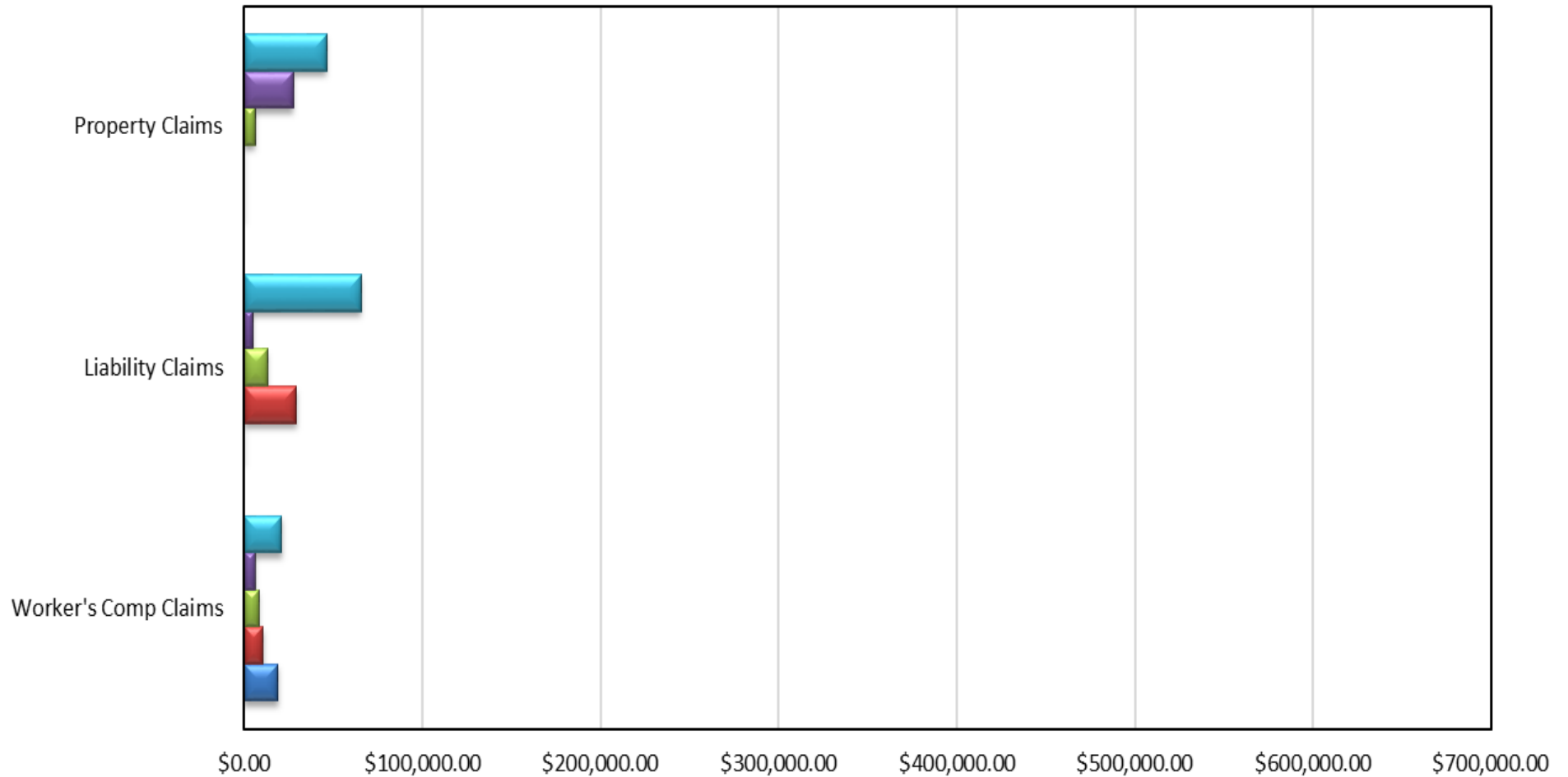


Year to Date Separations by Tenure



Agenda Item: Texas Council Risk Management Fund Claims Summary as of July 2020 Committee: Executive	Board Meeting Date: August 27, 2020
Background Information: None	
Supporting Documentation: Texas Council Risk Management Fund Claims Summary as of July 2020	
Recommended Action: For Information Only	

TCRMF Claims Summary July 2020



	Worker's Comp Claims	Liability Claims	Property Claims
2016	\$21,176.00	\$65,795.00	\$46,114.00
2017	\$6,011.00	\$4,893.00	\$27,455.00
2018	\$8,191.00	\$13,108.00	\$6,126.00
2019	\$10,638.00	\$29,330.00	\$0.00
2020	\$19,067.00	\$0.00	\$0.00

Agenda Item: Dates of Scheduled Board Meetings for Calendar 2021 Committee: Executive	Board Meeting Date: August 27, 2020
Background Information: Board meetings for 2021 are currently scheduled as follows: <ul style="list-style-type: none"> • January 28, 2021 • February 25, 2021 • March 25, 2021 • April 22, 2021 • May 27, 2021 • July 29, 2021 (5th Thursday) • August 26, 2021 • September 23, 2021 • October 28, 2021 • November 18, 2021 (Thursday before the week of Thanksgiving) 	
Supporting Documentation: None	
Recommended Action: For Information Only	

Agenda Item: Texas Council Quarterly Board Meeting Update Committee: Executive	Board Meeting Date August 27, 2020
Background Information: The Texas Council has requested that Center representatives give updates to Trustees regarding their quarterly Board meeting. A verbal update will be given by Sharon Walker.	
Supporting Documentation: Texas Council Staff Report	
Recommended Action: For Information Only	

Agenda Item: Approve July 2020 Financial Statements	Board Meeting Date August 27, 2020
Committee: Business	
Background Information: None	
Supporting Documentation: July 2020 Financial Statements	
Recommended Action: Approve July 2020 Financial Statements	

July 2020 Financial Summary

Revenues for July 2020 were \$3,402,326, and operating expenses were \$2,854,858, resulting in a gain in operations of \$547,468. Capital Expenditures and Extraordinary Expenses for July were \$162,839, resulting in a gain of \$384,629. Total revenues were 110.46% of the monthly budgeted revenues, and total expenses were 98.45% of the monthly budgeted expenses (difference of 12.01%).

Year to date revenues are \$30,235,379, and operating expenses are \$28,347,480, leaving excess operating revenues of \$1,887,899. YTD Capital Expenditures and Extraordinary Expenses are \$1,333,141, resulting in a gain YTD of \$554,758. Total revenues are 98.67% of the YTD budgeted revenues, and total expenses are 97.15% of the YTD budgeted expenses (difference of 1.52%).

REVENUES

Earned Revenue items that are below the budget by more than \$10,000:

Revenue Source	YTD Revenue	YTD Budget	% of Budget	\$ Variance
Client Fees	153,660	215,733	71.23%	62,073
Private Insurance	97,051	144,450	67.19%	47,399
Title XVII Medicare - Regular	58,143	94,139	61.76%	35,996
Title XIX Case Management MH	550,426	577,814	95.26%	27,388
HCS – Title XIX	1,648,301	1,663,052	99.11%	14,751
Medicaid – PASRR	92,938	168,447	55.17%	75,509
Medicaid – Regular – Title XIX	513,929	636,561	80.74%	122,632
Rehab – Title XIX	1,565,574	1,801,487	86.90%	235,913

Earned Income – The above listed items are earned revenue lines with variances of over \$10,000. During this period of reduced services at the center, we have been serving clients from home by phone. As can be seen, we have many lines that are under the current approved budget. We have established a pattern of revenue earned under the COVID-19 operations and are using this to prepare program budgets through year end and going forward until conditions change for the better.

****NOTE – The following are Grant Funded Cost Reimbursement Programs under Budget by more than \$10,000:**

Revenue Source	YTD Revenue	YTD Budget	% of Budget	\$ Variance
DSHS – MH First Aid	67,168	125,979	53.32%	58,811
HHSC – SA Treatment Youth	10,510	25,861	40.64%	15,352
DSHS – First Episode Psychosis	225,565	264,891	85.15%	39,326
DSHS – YES	35,465	45,995	77.11%	10,530
DADS – Autism Program	102,584	187,000	54.86%	84,416
HHSC – ESC6	34,380	69,000	49.83%	34,620
HHSC – Youth Prevention Universal	164,721	182,742	90.14%	18,021
DSHS – SA Prevention	174,959	213,632	81.90%	38,673
DSHS – OCR	173,729	190,297	91.94%	16,568
HHSC – HB13 – SA Admin	4,651	29,733	15.64%	25,082
HHSC – SB 292 – East Montgomery Crisis	195,218	297,286	65.67%	102,068
Tx Veteran’s Commission Grant	106,625	125,179	85.18%	18,554

Grant Funded Cost Reimbursement Programs - The above listed items are grant funded cost reimbursement programs with variances of over \$10,000. The good thing about these variances is there is an offset of expense lines that aren’t being spent. It is important to see all the variances to show the full impact of what is happening at the center during the COVID-19 partial shutdown. During this period of reduced services at the center, we have been serving clients from home by phone. Many of the above listed programs cannot be served by phone; therefore, services have come to a stop until things get back to normal.

EXPENSES**YTD Expense line items that exceed the YTD budget by more than \$10,000:**

Expense Source	YTD Expenses	YTD Budget	% of Budget	\$ Variance
Building Repairs & Maintenance	214,970	199,242	107.89%	15,728
Fixed Asset – Computers	206,442	194,850	105.95%	11,592
Infection Control	56,752	69	82249.28%	56,683
Miscellaneous Expense	42,837	0	0	42,837
Telephone Mobile Service	91,568	49,289	185.78%	42,279

Building Repairs & Maintenance – This line item has been under budget all year, and this month we have gone over budget due to the costs associated with the installation of the portable building at the Cleveland location. The building has been set up, and furniture has been moved in and should be ready to occupy as we speak.

Fixed Asset – Computers – This line reflects the purchase of computers for the COVID-19 FEMA program as well as the Bob Woodward Foundation Grant. The budgets for these computers are included in both grants and are reflected in the end of year budget revision, and will be reimbursed through their payment process.

Infection Control – This line item is normally only used for annual flu shots for employees, but since COVID-19, we have been purchasing large quantities of items used to reduce the possibility of spreading COVID-19 if present in our facilities. This line item has decreased since the high purchasing of supplies in April and May. However, we do have an amount higher than normal to be budgeted in our next fiscal year budget.

Miscellaneous Expense – This line item reflects a payment back to FEMA regarding a reimbursement for Hurricane IKE expenses way back in 2009. We have been going back and forth disputing this recoupment for many years. There were many changes to the contractors handling the recoupments, and trying to get resolution became impossible. To get resolved, we finally decided we needed to pay and move on. We had many boxes of records, but no amount of documentation or records were going to change their minds about the recoupment.

Telephone Mobile Service – This line item reflects the increased cost of staff providing services through telephonic methods. We have additional phones provided to clinical staff and we also had additional usage charges for the billing period. We have worked with our mobile service provider to reduce our usage charges going forward so we will see a decrease in the monthly fee. This line item will need to also be adjusted at the year-end budget revision to reflect the charges for the change of service delivery during the COVID period.

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended July 31, 2020**

	TOTALS COMBINED FUNDS July 2020	TOTALS COMBINED FUNDS June 2020	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,900	3,900	-
Cash on Deposit-General Fund	11,255,944	8,413,798	2,842,146
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,440,179	2,655,525	(215,347)
Inventory	3,897	4,062	(165)
TOTAL CURRENT ASSETS	13,703,920	11,077,285	2,626,635
FIXED ASSETS	19,435,971	19,435,971	-
OTHER ASSETS	135,268	122,177	13,091
TOTAL ASSETS	\$ 33,275,158	\$ 30,635,433	\$ 2,639,726
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,015,646	1,200,401	(184,754)
NOTES PAYABLE	630,692	630,692	-
DEFERRED REVENUE	3,124,586	690,902	2,433,684
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	183,333	206,250	(22,917)
First Financial Construction Loan	11,239,830	11,280,362	(40,532)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	554,758	170,129	384,629
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(11,423,163)	(11,486,612)	63,449
Reserved for Debt Retirement			-
COMMITTED			
Net Assets-Property and Equipment	19,435,971	19,435,971	-
Reserved for Vehicles & Equipment Replacement	613,712	613,712	-
Reserved for Facility Improvement & Acquisitions	2,500,000	2,500,000	-
Reserved for Board Initiatives	1,500,000	1,500,000	-
Reserved for 1115 Waiver Programs	502,677	502,677	-
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	67,833	61,666	6,167
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(630,692)	(630,692)	-
UNASSIGNED			
Unrestricted and Undesignated	3,585,566	3,585,566	-
TOTAL LIABILITIES/FUND BALANCE	\$ 33,275,158	\$ 30,635,433	\$ 2,639,725

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended July 31, 2020**

	General Operating Funds	Memorandum Only Final August 2019
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,900	3,500
Cash on Deposit-General Fund	11,255,944	8,204,549
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,440,179	2,127,671
Inventory	3,897	4,695
TOTAL CURRENT ASSETS	13,703,920	10,340,415
FIXED ASSETS	19,435,971	19,435,971
OTHER ASSETS	135,268	136,153
	\$ 33,275,158	\$ 29,912,539
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,015,646	1,152,521
NOTES PAYABLE	630,692	630,692
DEFERRED REVENUE	3,124,586	183,283
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	183,333	435,417
First Financial Construction Loan	11,239,830	11,675,110
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	554,758	633,843
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(11,423,163)	(12,110,527)
Reserved for Debt Retirement	-	-
COMMITTED		
Net Assets-Property and Equipment-Committed	19,435,971	19,435,971
Reserved for Vehicles & Equipment Replacement	613,712	678,112
Reserved for Facility Improvement & Acquisitions	2,500,000	2,500,000
Reserved for Board Initiatives	1,500,000	1,500,000
Reserved for 1115 Waiver Programs	502,677	502,677
ASSIGNED		
Reserved for Workers' Compensation-Assigned	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	67,833	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(630,692)	(630,692)
UNASSIGNED		
Unrestricted and Undesignated	3,585,566	2,951,724
TOTAL LIABILITIES/FUND BALANCE	\$ 33,275,158	\$ 29,912,539

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended July 2020
and Year To Date as of July 2020

INCOME:	MONTH OF July 2020	YTD July 2020
Local Revenue Sources	631,184	1,861,623
Earned Income	1,057,294	11,815,615
General Revenue-Contract	1,713,848	16,558,141
TOTAL INCOME	\$ 3,402,326	\$ 30,235,379
EXPENSES:		
Salaries	1,770,507	17,068,521
Employee Benefits	327,598	3,423,569
Medication Expense	66,875	687,924
Travel-Board/Staff	5,531	254,854
Building Rent/Maintenance	39,982	278,080
Consultants/Contracts	414,531	4,256,524
Other Operating Expenses	229,836	2,378,008
TOTAL EXPENSES	\$ 2,854,858	\$ 28,347,480
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 547,468	\$ 1,887,899
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	69,867	307,988
Capital Outlay-Debt Service	92,972	1,025,153
TOTAL CAPITAL EXPENDITURES	\$ 162,839	\$ 1,333,141
GRAND TOTAL EXPENDITURES	\$ 3,017,697	\$ 29,680,621
Excess (Deficiency) of Revenues and Expenses	\$ 384,629	\$ 554,758

Debt Service and Fixed Asset Fund:		
Debt Service	92,972	1,025,153
Excess(Deficiency) of revenues over Expenses	92,972	1,025,153

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of July 2020

	YTD July 2020	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,861,623	1,536,565	325,058
Earned Income	11,815,615	12,539,756	(724,141)
General Revenue-Contract	16,558,141	16,566,585	(8,444)
TOTAL INCOME	\$ 30,235,379	\$ 30,642,905	\$ (407,527)
EXPENSES:			
Salaries	17,068,521	17,675,345	(606,824)
Employee Benefits	3,423,569	3,443,968	(20,398)
Medication Expense	687,924	690,191	(2,267)
Travel-Board/Staff	254,854	357,565	(102,711)
Building Rent/Maintenance	278,080	271,005	7,075
Consultants/Contracts	4,256,524	4,477,477	(220,953)
Other Operating Expenses	2,378,008	2,309,376	68,632
TOTAL EXPENSES	\$ 28,347,480	\$ 29,224,927	\$ (877,446)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 1,887,899	\$ 1,417,979	\$ 469,920
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	307,988	296,571	11,417
Capital Outlay-Debt Service	1,025,153	1,029,292	(4,139)
TOTAL CAPITAL EXPENDITURES	\$ 1,333,141	\$ 1,325,863	\$ 7,278
GRAND TOTAL EXPENDITURES	\$ 29,680,621	\$ 30,550,790	\$ (870,168)
Excess (Deficiency) of Revenues and Expenses	\$ 554,758	\$ 92,116	\$ 462,642

Debt Service and Fixed Asset Fund:

Debt Service	1,025,153	1,029,292	(4,139)
Excess(Deficiency) of revenues over Expenses	1,025,153	1,029,292	(4,139)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended July 2020

INCOME:	MONTH OF July 2020	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	631,184	152,512	478,672
Earned Income	1,057,294	1,222,994	(165,700)
General Revenue-Contract	1,713,848	1,704,731	9,117
TOTAL INCOME	\$ 3,402,326	\$ 3,080,238	\$ 322,089
EXPENSES:			
Salaries	1,770,507	1,832,724	(62,217)
Employee Benefits	327,598	304,391	23,207
Medication Expense	66,875	65,062	1,812
Travel-Board/Staff	5,531	34,207	(28,677)
Building Rent/Maintenance	39,982	22,037	17,945
Consultants/Contracts	414,531	476,722	(62,191)
Other Operating Expenses	229,836	197,422	32,414
TOTAL EXPENSES	\$ 2,854,858	\$ 2,932,565	\$ (77,707)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 547,468	\$ 147,672	\$ 399,796
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	69,867	39,087	30,780
Capital Outlay-Debt Service	92,972	93,572	(600)
TOTAL CAPITAL EXPENDITURES	\$ 162,839	\$ 132,659	\$ 30,180
GRAND TOTAL EXPENDITURES	\$ 3,017,697	\$ 3,065,224	\$ (47,527)
Excess (Deficiency) of Revenues and Expenses	\$ 384,629	\$ 15,013	\$ 369,616

Debt Service and Fixed Asset Fund:

Debt Service	92,972	93,572	(600)
Excess(Deficiency) of revenues over Expenses	92,972	93,572	(600)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With YTD July 2019 Comparative Data
Year to Date as of July 2020

INCOME:	YTD July 2020	YTD July 2019	Increase (Decrease)
Local Revenue Sources	1,861,623	1,649,259	212,364
Earned Income	11,815,615	11,803,635	11,980
General Revenue-Contract	16,558,141	14,722,474	1,835,667
TOTAL INCOME	\$ 30,235,379	\$ 28,175,368	\$ 2,060,011
EXPENSES:			
Salaries	17,068,521	16,168,202	900,319
Employee Benefits	3,423,569	3,102,933	320,636
Medication Expense	687,924	622,298	65,626
Travel-Board/Staff	254,854	426,239	(171,385)
Building Rent/Maintenance	278,080	351,666	(73,586)
Consultants/Contracts	4,256,524	3,726,197	530,327
Other Operating Expenses	2,378,008	2,262,474	115,534
TOTAL EXPENSES	\$ 28,347,480	\$ 26,660,007	\$ 1,687,471
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 1,887,899	\$ 1,515,361	\$ 372,540
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	307,988	96,505	211,483
Capital Outlay-Debt Service	1,025,153	1,030,872	(5,719)
TOTAL CAPITAL EXPENDITURES	\$ 1,333,141	\$ 1,127,377	\$ 205,764
GRAND TOTAL EXPENDITURES	\$ 29,680,621	\$ 27,787,384	\$ 1,893,237
Excess (Deficiency) of Revenues and Expenses	\$ 554,758	\$ 387,984	\$ 166,776

Debt Service and Fixed Asset Fund:

Debt Service	1,025,153	1,030,872	(5,719)
Excess(Deficiency) of revenues over Expenses	1,025,153	1,030,872	(5,719)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With July 2019 Comparative Data
For the Month Ended July 2020

INCOME:	MONTH OF July 2020	MONTH OF July 2019	Increase (Decrease)
Local Revenue Sources	631,184	115,622	515,562
Earned Income	1,057,294	1,180,397	(123,103)
General Revenue-Contract	1,713,848	1,353,472	360,376
TOTAL INCOME	\$ 3,402,326	\$ 2,649,490	\$ 752,835
Salaries	1,770,507	1,426,153	344,354
Employee Benefits	327,598	279,156	48,442
Medication Expense	66,875	54,024	12,851
Travel-Board/Staff	5,531	37,674	(32,143)
Building Rent/Maintenance	39,982	82,579	(42,597)
Consultants/Contracts	414,531	413,617	914
Other Operating Expenses	229,836	237,368	(7,532)
TOTAL EXPENSES	\$ 2,854,858	\$ 2,530,571	\$ 324,287
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 547,468	\$ 118,919	\$ 428,548
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	69,867	281	69,586
Capital Outlay-Debt Service	92,972	93,486	(514)
TOTAL CAPITAL EXPENDITURES	\$ 162,839	\$ 93,767	\$ 69,072
GRAND TOTAL EXPENDITURES	\$ 3,017,697	\$ 2,624,338	\$ 393,359
Excess (Deficiency) of Revenues and Expenses	\$ 384,629	\$ 25,152	\$ 359,476

Debt Service and Fixed Asset Fund:

Debt Service	92,972	93,486	(514)
			-
Excess(Deficiency) of revenues over Expenses	92,972	93,486	(514)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With June 2020 Comparative Data
For the Month Ended July 2020

INCOME:	MONTH OF July 2020	MONTH OF June 2020	Increase (Decrease)
Local Revenue Sources	631,184	78,282	552,902
Earned Income	1,057,294	1,034,882	22,412
General Revenue-Contract	1,713,848	1,613,583	100,265
TOTAL INCOME	\$ 3,402,326	\$ 2,726,747	\$ 675,580
EXPENSES:			
Salaries	1,770,507	1,409,066	361,441
Employee Benefits	327,598	290,227	37,371
Medication Expense	66,875	60,840	6,035
Travel-Board/Staff	5,531	2,477	3,054
Building Rent/Maintenance	39,982	10,242	29,739
Consultants/Contracts	414,531	496,542	(82,011)
Other Operating Expenses	229,836	210,583	19,253
TOTAL EXPENSES	\$ 2,854,858	\$ 2,479,976	\$ 374,882
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 547,468	\$ 246,770	\$ 300,698
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	69,867	844	69,024
Capital Outlay-Debt Service	92,972	93,029	(57)
TOTAL CAPITAL EXPENDITURES	\$ 162,839	\$ 93,873	\$ 68,966
GRAND TOTAL EXPENDITURES	\$ 3,017,697	\$ 2,573,849	\$ 443,848
Excess (Deficiency) of Revenues and Expenses	\$ 384,629	\$ 152,897	\$ 231,732

Debt Service and Fixed Asset Fund:

Debt Service	92,972	93,029	(57)
Excess(Deficiency) of revenues over Expenses	92,972	93,029	(57)

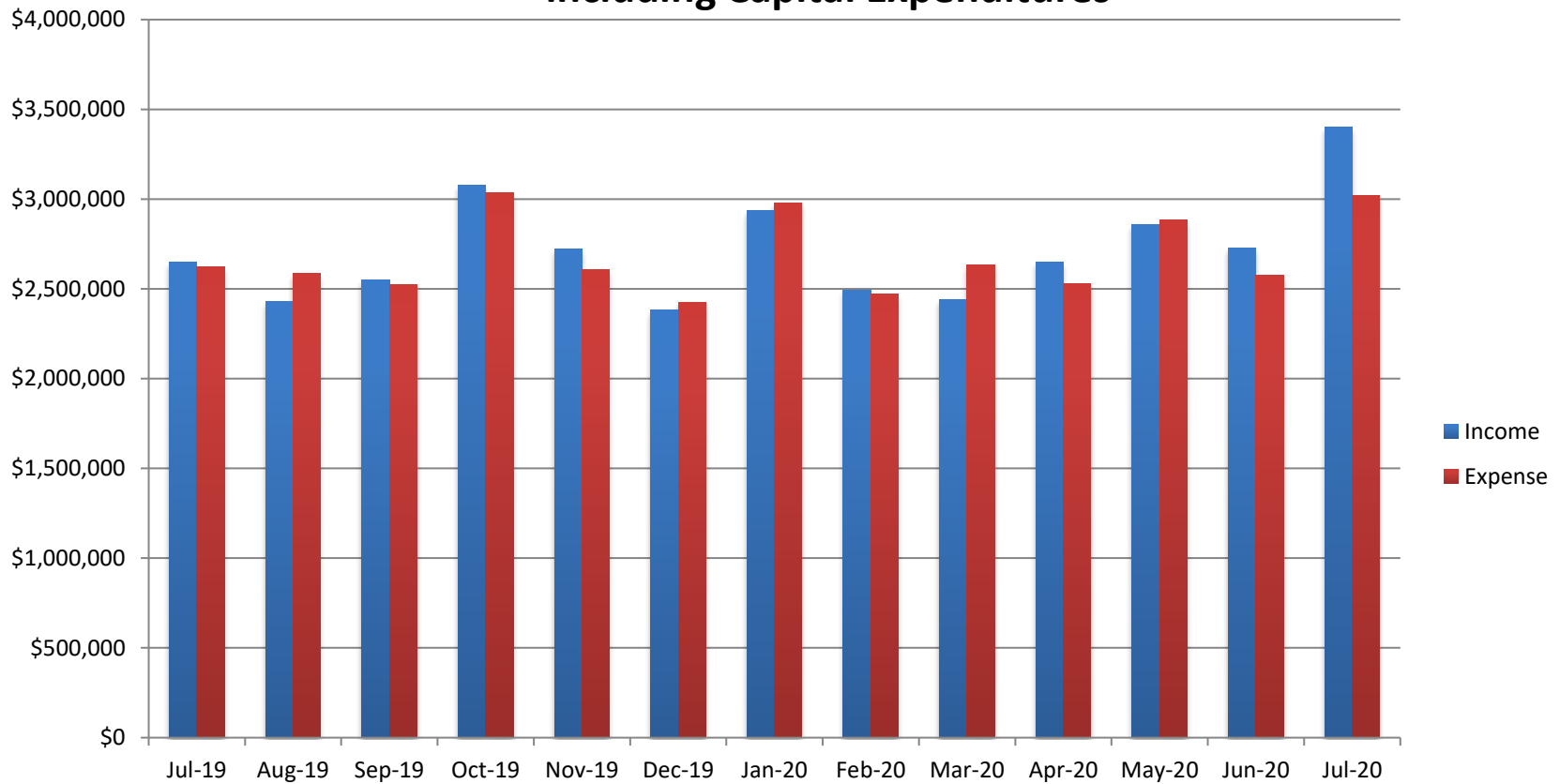
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of July 2020

	YTD Mental Health July 2020	YTD IDD July 2020	YTD Other Services July 2020	YTD Agency Total July 2020	YTD Approved Budget July 2020	Increase (Decrease)
INCOME:						
Local Revenue Sources	2,040,429	(127,694)	(51,112)	1,861,623	1,536,565	325,058
Earned Income	4,490,598	3,816,908	3,508,110	11,815,615	12,539,756	(724,141)
General Revenue-Contract	13,917,525	1,709,544	931,071	16,558,140	16,566,585	(8,445)
TOTAL INCOME	\$ 20,448,552	\$ 5,398,758	\$ 4,388,069	\$ 30,235,378	\$ 30,642,905	\$ (407,527)
EXPENSES:						
Salaries	11,640,487	2,803,078	2,624,956	17,068,521	17,675,345	(606,824)
Employee Benefits	2,278,779	604,455	540,336	3,423,569	3,443,968	(20,399)
Medication Expense	538,053	-	149,870	687,923	690,191	(2,267)
Travel-Board/Staff	136,696	80,153	38,006	254,854	357,565	(102,711)
Building Rent/Maintenance	253,717	14,896	9,467	278,080	271,005	7,075
Consultants/Contracts	2,955,138	948,986	352,399	4,256,523	4,477,477	(220,954)
Other Operating Expenses	1,528,310	529,990	319,708	2,378,008	2,309,376	68,632
TOTAL EXPENSES	\$ 19,331,180	\$ 4,981,558	\$ 4,034,742	\$ 28,347,479	\$ 29,224,927	\$ (877,448)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 1,117,372	\$ 417,200	\$ 353,327	\$ 1,887,899	\$ 1,417,979	\$ 469,921
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	190,729	41,458	75,801	307,988	296,571	11,417
Capital Outlay-Debt Service	697,104	184,528	143,521	1,025,153	1,029,292	(4,139)
TOTAL CAPITAL EXPENDITURES	\$ 887,833	\$ 225,986	\$ 219,322	\$ 1,333,141	\$ 1,325,863	\$ 7,278
GRAND TOTAL EXPENDITURES	\$ 20,219,013	\$ 5,207,544	\$ 4,254,064	\$ 29,680,620	\$ 30,550,790	\$ (870,170)
Excess (Deficiency) of Revenues and Expenses	\$ 229,539	\$ 191,214	\$ 134,005	\$ 554,758	\$ 92,116	\$ 462,643
Debt Service and Fixed Asset Fund:						
Debt Service	697,104	184,528	143,521	1,025,153	1,029,292	(332,188)
Excess(Deficiency) of revenues over Expenses	697,104	184,528	143,521	1,025,153	1,029,292	(332,188)

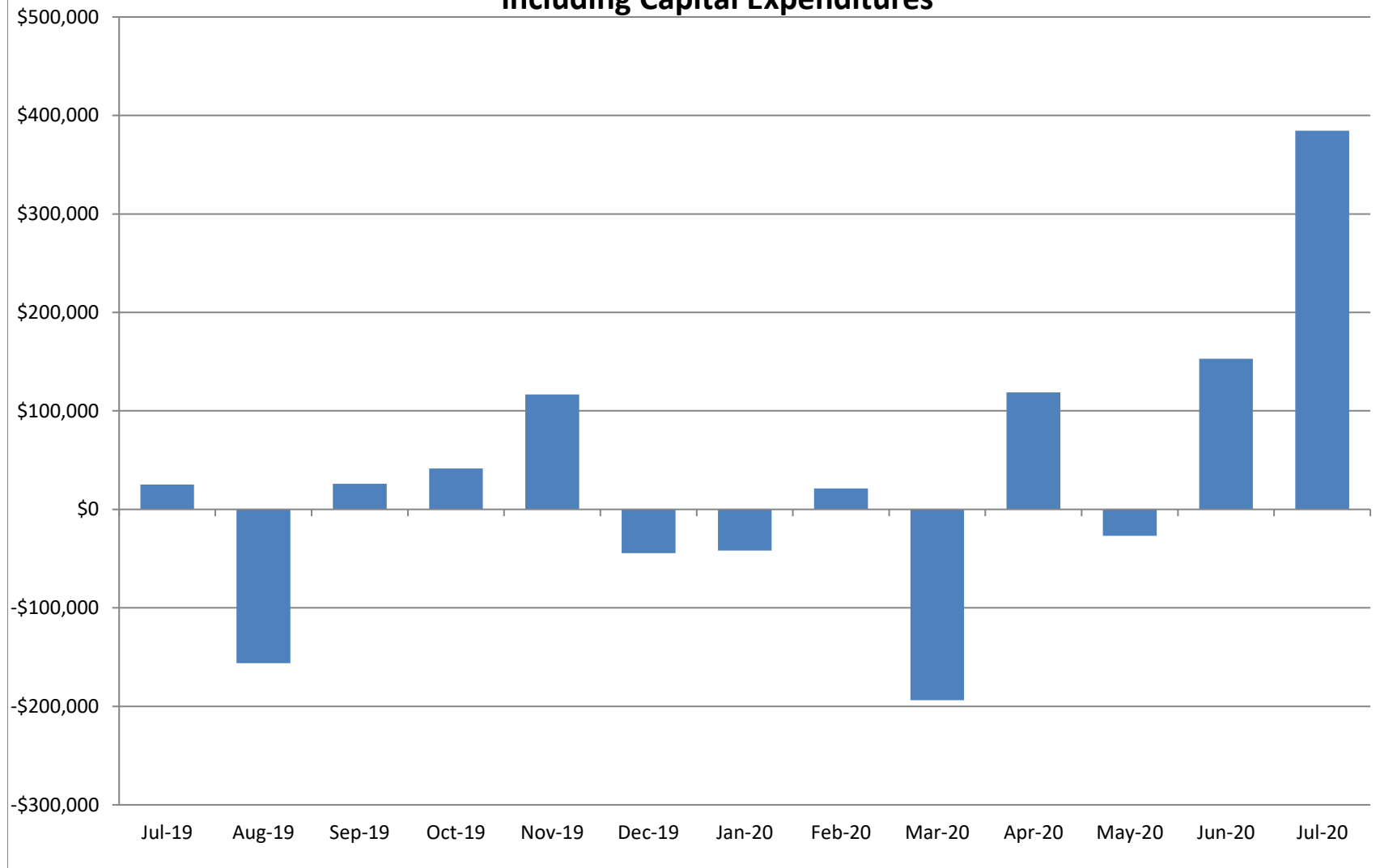
TRI-COUNTY BEHAVIORAL HEALTHCARE

Income and Expense

including Capital Expenditures



TRI-COUNTY BEHAVIORAL HEALTHCARE
Income after Expense
including Capital Expenditures



Agenda Item: Approve FY 2020 Year End Budget Revision Committee: Business	Board Meeting Date August 27, 2020
Background Information: None	
Supporting Documentation: Summary FY 2020 Year End Budget Revision	
Recommended Action: Approve FY 2020 Year End Budget Revision	

Tri-County Behavioral Healthcare
Proposed FY 2020 YEAR-END Budget Compared to
Current Approved FY 2020 Budget

Explanation of line items that have material changes over \$10,000 from Proposed FY 2020 YEAR-END Budget compared to the Current Approved FY 2020 Budget.

REVENUES:

Local Revenue – This line item reflects an overall increase based mainly on the funds received from the CARES Act Provider Relief Fund General Distribution. These funds were made available to Medicare facilities and providers impacted by COVID-19. This line also reflects a decrease in interest income, private insurance, and CHIP income. And one last line that reflects a significant reduction is the local match required for SB 292 that we were unable to secure from Montgomery County Public Health for this fiscal year.

Earned Income – This line item reflects an overall increase. We have three revenue lines that contribute to this increase. The largest of these was the 1115 Waiver program that had an enhanced FMAP rate that increased the amount that the center received. Also, the IDD Service Coordination has provided more phone services than originally budgeted, and lastly, we added the COVID-19 FEMA Grant. The line items that had decreases are as follows: Medicare, Case Management – MH, HCS, Medicaid – PASRR, Medicaid – Regular, Rehab Services, YES Services, Autism Program, Youth Prevention Universal, DSHS SA Prevention, Outpatient Competency Restoration, HB 13, SB 292, and the Texas Veteran's Commission Grant.

General Revenue – This line item reflects a decrease in MH GR funds that we received mid-year for Education Service Center and Post-Discharge Medications for Civil Commitment that we were unable to expend before year end. On the IDD GR side, we have lapsed funds for Crisis Respite services. Also due to the COVID shutdown, we were unable to expend all the funds for MH First Aid and First Episode Psychosis. Hopefully we will start to get back to normal sooner rather than later.

EXPENSES:

Salaries – This line item reflects a decrease based on the number of vacancies that we have had throughout the fiscal year. This line also had some adjustments to some wages in order to be competitive and assist with recruiting hard to fill positions.

Employee Benefits – This line item reflects an overall decrease that was also based on the vacant positions and the fringe associated with those positions.

Travel – Board/Staff – This line item reflects a decrease based on the travel ban that was put in place when the COVID-19 crisis started in March.

Medication Expense – This line item reflects a slight increase based on the actual medication usage being up since the mid-year revision was completed in March.

Building Rent/Maintenance – This line item reflects an increase based on the expense related to setting up the Portable building that is located next to our Cleveland facility.

Consultants/Contracts – This line item is higher based on the increased use of contract hospital beds through the mid part of July. Admissions have settled down since that time, but it has been an unusual year. We had a period of time that the PETC was closed, and also a short time that Extended Observation was also closed, which could have contributed to the increased admissions.

Other Operating Expenses – This line item reflects an increase based on higher charges for Mobile Phone services used to provide services by clinicians, along with the Computer Air card charges. We have also had an increase in license fees for software, for training, and other IT fees associated with more users. The purchase of Infection Control supplies has been relatively high over the last six months. This line also reflects the FEMA pay back from Hurricane Ike. Also, something that is hopefully a good thing – we have found another Psychiatrist that will be starting in 3 months, so we have paid out a recruiting fee.

Capital Outlay-FF&E, Automobiles – Variance under \$10,000.

Capital Outlay - Debt Service Bonds – This line item reflects an increase based on the early payoff of the 2nd on the Conroe Sgt. Ed Holcomb Building that will be paid in August.

**TRI-COUNTY BEHAVIORAL HEALTHCARE
PROPOSED FY 2020 YEAR-END BUDGET COMPARED TO
CURRENT APPROVED FY 2020 BUDGET**

	PROPOSED FY 2020 YEAR-END BUDGET	CURRENT APPROVED FY 2020 BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	\$ 1,743,052	\$ 1,630,179	\$ 112,873
Earned Income	\$ 14,418,854	\$ 13,886,212	\$ 532,642
General Revenue	\$ 17,412,260	\$ 17,764,121	\$ (351,861)
TOTAL INCOME	\$ 33,574,166	\$ 33,280,512	\$ 293,654
EXPENSES:			
Salaries	\$ 19,041,000	\$ 19,653,364	\$ (612,364)
Employee Benefits	\$ 3,586,000	\$ 3,752,686	\$ (166,686)
Travel-Board/Staff	\$ 259,050	\$ 377,512	\$ (118,462)
Medication Expense	\$ 765,000	\$ 750,253	\$ 14,747
Building Rent/Maintenance	\$ 289,274	\$ 293,042	\$ (3,768)
Consultants/Contracts	\$ 4,899,000	\$ 4,617,031	\$ 281,969
Other Operating Expenses	\$ 2,635,914	\$ 2,399,432	\$ 236,482
TOTAL EXPENSES	\$ 31,475,238	\$ 31,843,320	\$ (368,082)
Excess (Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 2,098,928	\$ 1,437,192	\$ 661,736
CAPITAL EXPENDITURES			
Capital Outlay - FF&E, Automobiles	\$ 322,494	\$ 314,328	\$ 8,166
Capital Outlay - Debt Services Bonds	\$ 1,301,550	\$ 1,122,864	\$ 178,686
TOTAL CAPITAL EXPENDITURES	\$ 1,624,044	\$ 1,437,192	\$ 186,852
GRAND TOTAL EXPENDITURES	\$ 33,099,282	\$ 33,280,512	\$ (181,230)
Excess (Deficiency) of Revenues and Expenses	\$ 474,884	\$ -	\$ 474,884

Agenda Item: Approve Proposed FY 2021 Operating Budget Committee: Business	Board Meeting Date August 27, 2020
Background Information: None	
Supporting Documentation: Copy of Proposed FY 2021 Operating Budget with Narrative of Increases or Decreases of More than \$10,000	
Recommended Action: Approve Proposed FY 2021 Operating Budget	

Tri-County Behavioral Healthcare
Proposed FY 2021 BEGINNING BUDGET Compared to
Current Approved FY 2020 Budget

Explanation of line items that have material changes over \$10,000 from Proposed FY 2021 BEGINNING BUDGET compared to the Current Approved FY 2020 Budget.

REVENUES:

Local Revenue – This line item reflects an overall decrease based mainly on the funds received from the CARES Act Provider Relief Fund General Distribution that we received in July 2020. The line has gone back to normal revenue expectations. We have one additional revenue line that is included, the Bob Woodruff Foundation grant that we received towards the end of FY 2020.

Earned Income – This line item reflects an overall decrease mainly due to the year-end receipt of the 1115 Waiver funds in FY 2020. This category does have increases back to normal award amounts for all the grant funded programs, such as Autism, the Youth Prevention programs, OCR, and Texas Veteran’s Commission. We also have the addition of the HHSC – COVID-19 CCP program that adds to this line.

General Revenue – This line item reflects an increase back to the full general revenue contract awards, which includes items that we received mid-year last year for Education Service Center and Post-Discharge Medications for Civil Commitment. We also received increases in the HHSC SA Treatment Adult and Youth grant amounts for this year.

EXPENSES:

Salaries – This line item reflects an increase to the salary line due to additional positions that were added mid-year last year, as well as the COVID-19 and Runner positions. This line also had adjustments to some positions in order to be competitive and assist with recruiting hard to fill positions.

Employee Benefits – This line item shows an increase for the fringe associated with the above referenced beginning salary budget amount.

Travel – Board/Staff – This line item reflects a small increase with budgeting being based on six-month travel restrictions still being in place for the agency.

Medication Expense – This line item reflects a slight increase based on the actual medication usage trending up over the past year.

Building Rent/Maintenance – This line item reflects a decrease based on one-time expenses that were paid in FY 20 and also closing the East Montgomery County Crisis Clinic and not paying rent for the space.

Consultants/Contracts – This line item is lower based on the increased use of contract hospital beds used through the end of FY 20. Also, there was a reduction of Peace Officer contracts that were used for East Montgomery County Crisis Clinic. This line does include an increase in the IDD Respite and Foster care lines.

Other Operating Expenses – This line item reflects an overall decrease in the other operating expense category due to some changes in programs, such as the East Montgomery County Clinic closing, which affected many different lines. There are also lines that had one-time expenses that hit in FY 2020, such as License Fees for software, FEMA Ike recoupment, and also employee recruitment fees and many purchases for infection control. We have a few lines that are budgeted

to increase this fiscal year, such as Consumer Services – General for specific grants. Laboratory fees, Computer Air Cards, and Mobile phones are budgeted with an increase based on current usage trends.

Capital Outlay-FF&E, Automobiles – This line item reflects a decrease based on a one-time purchase of vehicles that occurred in FY 2020.

Capital Outlay - Debt Service Bonds – This line item reflects a decrease based on the payoff of the 2nd loan on the Sgt. Ed Holcomb building that was paid off in August.

**TRI-COUNTY BEHAVIORAL HEALTHCARE
PROPOSED FY 2021 BEGINNING BUDGET COMPARED TO
CURRENT APPROVED FY 2020 BUDGET**

	PROPOSED FY 2021 BEGINNING BUDGET	CURRENT APPROVED FY 2020 BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	\$ 1,179,763	\$ 1,743,052	\$ (563,289)
Earned Income	\$ 14,050,586	\$ 14,418,854	\$ (368,268)
General Revenue	\$ 17,901,950	\$ 17,412,260	\$ 489,691
TOTAL INCOME	\$ 33,132,300	\$ 33,574,166	\$ (441,866)
EXPENSES:			
Salaries	\$ 19,710,712	\$ 19,041,000	\$ 669,712
Employee Benefits	\$ 4,119,780	\$ 3,586,000	\$ 533,780
Travel-Board/Staff	\$ 303,146	\$ 259,050	\$ 44,096
Medication Expense	\$ 782,000	\$ 765,000	\$ 17,000
Building Rent/Maintenance	\$ 205,320	\$ 289,274	\$ (83,954)
Consultants/Contracts	\$ 4,502,407	\$ 4,899,000	\$ (396,593)
Other Operating Expenses	\$ 2,472,895	\$ 2,635,914	\$ (163,019)
TOTAL EXPENSES	\$ 32,096,260	\$ 31,475,238	\$ 621,022
Excess (Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 1,036,040	\$ 2,098,928	\$ (1,062,888)
CAPITAL EXPENDITURES			
Capital Outlay - FF&E, Automobiles	\$ 200,000	\$ 322,494	\$ (122,494)
Capital Outlay - Debt Services Bonds	\$ 836,040	\$ 1,301,550	\$ (465,510)
TOTAL CAPITAL EXPENDITURES	\$ 1,036,040	\$ 1,624,044	\$ (588,004)
GRAND TOTAL EXPENDITURES	\$ 33,132,300	\$ 33,099,282	\$ 33,018
Excess (Deficiency) of Revenues and Expenses	\$ -	\$ 474,884	\$ (474,884)

Agenda Item: Approve FY 2021 Avail Solutions, Inc. Contract Committee: Business	Board Meeting Date August 27, 2020
Background Information: <p>Avail Solutions, Inc. has performed crisis hotline assessment services for many years for Tri-County Behavioral Healthcare. They are the major contract provider of crisis hotline services for community centers in Texas. They answer the crisis hotline 24 hours per day, seven days per week and have bilingual Spanish speaking staff available at all times. When a face-to-face crisis assessment is required, they contact our Center staff to conduct the assessment.</p> <p>The total contract amount for FY 2021 is \$66,000, the same amount that we paid in FY 2020.</p>	
Supporting Documentation: Contract Available for Review.	
Recommended Action: Approve the FY 2021 Avail Solutions, Inc. Contract for Crisis Hotline Assessment Services	

<p>Agenda Item: Approve the FY 2021 Cypress Creek Inpatient Hospital Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 27, 2020</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare has primarily utilized Cypress Creek Hospital for inpatient psychiatric services when programs at the Psychiatric Emergency Treatment Center (PETC) are at capacity or the individual's acuity demonstrates a need for a higher level of care. This includes persons in need of longer-term inpatient treatment than what is permitted at the PETC.</p> <p>Similar to prior years, for FY 2021 Tri-County has executed a Statement of Work with the Health and Human Services Commission (HHSC) for private psychiatric beds intended for state hospital diversion.</p> <p>The Cypress Creek contract for FY 2021 inpatient hospital beds is \$900,000. Cypress Creek hospital provides inpatient psychiatric care for adult and youth populations.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review.</p>	
<p>Recommended Action:</p> <p>Approve the FY 2021 Cypress Creek Hospital Contract for Inpatient Psychiatric Services</p>	

<p>Agenda Item: Approve the FY 2021 Kingwood Pines Inpatient Hospital Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 27, 2020</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare has utilized Kingwood Pines Hospital for inpatient psychiatric services when programs at the Psychiatric Emergency Treatment Center (PETC) are at capacity or the individual's acuity demonstrates a need for a higher level of care. This includes persons in need of longer-term inpatient treatment than what is permitted at the PETC.</p> <p>Similar to prior years, for FY 2021 Tri-County has executed a Statement of Work (SOW) with the Health and Human Services Commission (HHSC) for private psychiatric beds intended for state hospital diversion.</p> <p>The Kingwood Pines contract for FY 2020 inpatient hospital beds is \$700,000. This figure is consistent with utilization trends observed in FY 2020. Kingwood Pines Hospital is unique in that it not only serves adults and youth but children under the age of 12. In the last few years, hospital level of care need for children in Liberty, Montgomery, and Walker catchment areas has continued to increase.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review.</p>	
<p>Recommended Action:</p> <p>Approve the FY 2021 Kingwood Pines Hospital Contract for Inpatient Psychiatric Services</p>	

Agenda Item: Approve FY 2021 Woodland Springs Contract Committee: Business	Board Meeting Date August 27, 2020
Background Information: <p>Tri-County Behavioral Healthcare has primarily utilized Woodland Springs Hospital for inpatient psychiatric services when programs at the Psychiatric Emergency Treatment Center (PETC) are at capacity or the individual's acuity demonstrates a need for a higher level of care. This includes persons in need of longer-term inpatient treatment than what is permitted at the PETC.</p> <p>Similar to prior years, for FY 2021 Tri-County has executed a Statement of Work with the Health and Human Services Commission (HHSC) for private psychiatric beds intended for state hospital diversion.</p> <p>The Woodland Springs contract for FY 2021 inpatient hospital beds is \$900,000. Woodland Springs Hospital provides inpatient psychiatric care for adult and youth populations, and due to having the shortest travel distance from Conroe, became our most utilized hospital in FY 2020.</p>	
Supporting Documentation: Contract Available for Review.	
Recommended Action: Approve the FY 2021 Woodland Springs Contract	

Agenda Item: Ratify HHSC (DSHS) Treatment Adult Services (TRA) Contract No. HHS000663700009 Committee: Business	Board Meeting Date August 27, 2020
Background Information: <p>The HHSC Treatment Adult Services (TRA) contract provides funds for Adult Substance Use Treatment. For FY 2021, we applied for and were awarded additional funds to provide adult treatment services. This contract award increased from \$76,836 to \$175,000 per year.</p> <p>As we have previously noted, our substance use disorder services have seen a steady increase in the number of persons served over the last two years and we are pleased to have been awarded this additional funding.</p> <p>HHSC needed to process this contract before the Board meeting to ensure funding for FY 2021, so Evan Roberson signed the contract for ratification by the Board.</p>	
Supporting Documentation: Contract Available for Review.	
Recommended Action: Ratify HHSC (DSHS) Treatment Adult Services (TRA) Contract No. HHS000663700009	

<p>Agenda Item: Ratify HHSC Co-Occurring Mental Health (COPSD) Substance Abuse Services Contract No. HHS000886900001</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 27, 2020</p>
<p>Background Information:</p> <p>The HHSC Co-Occurring Psychiatric and Substance Use Disorder (COPSD) contract provides funds for adults with psychiatric diagnoses and substance use treatment disorders. This was formerly called the TCO contract and was only for adults.</p> <p>For FY 2021, we applied for and were awarded additional funds to provide adult and youth COPSD services, and the contract award increased from \$23,840 to \$150,000 per year. Our contract target for FY 2021 is 132 persons served.</p> <p>As we have previously noted, our substance use disorder services have seen a steady increase in the number of persons served over the last two years and we are pleased to have been awarded this additional funding.</p> <p>HHSC needed to process this contract before the Board meeting to ensure funding for FY 2021, so Evan Roberson signed the contract for ratification by the Board.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review.</p>	
<p>Recommended Action:</p> <p>Ratify HHSC Co-Occurring Mental Health (COPSD) Substance Abuse Services Contract No. HHS000886900001</p>	

Agenda Item: Ratify HHSC Treatment Services Youth (TRY) Substance Abuse Services Contract No. HHS000663700100 Committee: Business	Board Meeting Date August 27, 2020
Background Information: The HHSC Treatment Youth Services (TRY) contract provides funds for Youth Substance Use Treatment. For FY 2021, we applied for and were awarded additional funds to provide youth treatment services. This contract award increased from \$28,218 to \$125,000 per year. As we have previously noted, our substance use disorder services have seen a steady increase in the number of persons served over the last two years and we are pleased to have been awarded this additional funding. HHSC needed to process this contract before the Board meeting to ensure funding for FY 2021, so Evan Roberson signed the contract for ratification by the Board.	
Supporting Documentation: Contract Available for Review.	
Recommended Action: Ratify HHSC Treatment Services Youth (TRY) Substance Abuse Services Contract No. HHS000663700100	

Agenda Item: Ratify HHSC Contract No. HHS000477100006, Community Mental Health Grant Program (HB 13)

Board Meeting Date:

August 27, 2020

Committee:

Background Information:

House Bill 13 (85th Session) authorized creation of a matching grant program to support community mental health programs for individuals experiencing mental illness and the coordination of certain behavioral health grants. Montgomery County was considered 'Urban' by HB 13 which meant that we need dollar for dollar matching funds.

In 2019, Tri-County applied for and was awarded an Expanded Substance Use Disorder grant program under the HB 13 Community Mental Health Grant Program. The match partner for this grant is the United Way of Greater Houston. The grant activities focus on moving persons in need of SUD services who are currently in outpatient mental health services into SUD treatment services at Tri-County.

We reapplied for and were awarded grant funding for FY 2021. The contract award amount is \$80,535.

As a part of the award, several new 'standardized' performance measures were added to the contract requirements. While we can complete these tools, we were not able to assure HHSC of outcome achievement because the standard measurement tools did not fit our program well. Staff expressed concern that these tools would be used to assess the program when there are future funding requests and were assured that this iterative process has the possibility of measure modification as needed in the future.

HHSC needed to process this contract before the Board meeting to ensure funding for FY 2021, so Evan Roberson signed the contract for ratification by the Board.

Supporting Documentation:

Contract is available for review.

Recommended Action:

Ratify HHSC Contract No. HHS000477100006, Community Mental Health Grant Program

Agenda Item: Ratify the FY 2021 HHSC IDD Performance Contract No. HHS000609300001

Board Meeting Date

August 27, 2020

Committee: Business

Background Information:

The Health and Human Services Local Intellectual and Developmental Disability Performance Contract is the contract for all IDD Authority services, including:

- Eligibility Determination;
- State Supported Living Center Admission and Continuity of Care services;
- Service Coordination;
- Maintenance of the TxHmL and HCS Interest lists;
- Permanency Planning;
- IDD Crisis Intervention and Crisis Respite;
- Enhanced Community Coordination;
- PreAdmission and Resident Review (PASRR); and
- Habilitation Coordination.

The total value of the contract for FY 2021 is \$2,016,692, an \$8,116 increase from FY 2020, and requires \$180,964 in local match.

There were no significant contract changes in the FY 2021 contract. However, it should be noted that HHSC-IDD is moving much of the language related to contract execution to a Program Services Manual that can be changed without a contract amendment. As a result, we will need to monitor both the Contract and Manual to ensure we are complying.

HHSC needed to process this contract before the Board meeting to ensure funding for FY 2021, so Evan Roberson signed the contract for ratification by the Board.

Supporting Documentation:

Contract Available for Review.

Recommended Action:

Ratify the FY 2021 HHSC IDD Performance Contract No. HHS000609300001

Agenda Item: Ratify FY 2021 HHSC Contract No. HHS000693900003, Children's Autism Grant Program Committee: Business	Board Meeting Date August 27, 2020
Background Information: <p>The Center began providing Board Certified Behavioral Analyst services to children with Autism in FY 2019 under contract with the Health and Human Services Department.</p> <p>The contract allows the Center to provide Board Certified Behavioral Analyst therapy for kids with autism and also to contract for these services in the community. Tri-County's program is located on the second floor of the Sgt. Ed Holcomb building, and we have a contractor that is based in The Woodlands.</p> <p>For FY 2021 we had to reapply for this grant to continue the program. The Center was awarded \$137,421 in funding to serve 15 children.</p> <p>It should be noted that this program is one of the programs that has been identified for budget cuts in FY 2021, and is a potential target for reduction as part of the 87th legislative session.</p> <p>HHSC needed to process this contract before the Board meeting to ensure funding for FY 2021, so Evan Roberson signed the contract for ratification by the Board.</p>	
Supporting Documentation: Contract Available for Review.	
Recommended Action: Ratify FY 2021 HHSC Contract No. HHS000693900003, Children's Autism Grant Program	

Agenda Item: Ratify East Texas Behavioral Healthcare Network (ETBHN) Services Contract Committee:	Board Meeting Date: August 27, 2020
Background Information: ETBHN was formed by a group of East Texas Centers to provide administrative efficiencies for the member centers. Tri-County is one of the owners of the organization and the Executive Director serves on the Regional Oversight Committee (ROC). ETBHN sells services to member centers and to other Texas organizations, but members purchase services at lower rates than non-member organizations. Currently Tri-County purchases the following services from ETBHN: <ul style="list-style-type: none"> • Telemedicine (one APN, 8-5, M-F); • Regional authorizations (run by Tri-County); • Consultant Administrative Medical Director Services; • Closed-door pharmacy services (for persons without insurance); and, • Patient Assistance Program application processing. The cost of the services varies based on utilization and need, but are currently estimated to be approximately \$300,000 for FY 2021. Tri-County has a separate contract with ETBHN to purchase the services of our Authorization staff for the region. ETBHN needed to process this contract before the Board meeting so Evan Roberson signed the contract for ratification by the Board.	
Supporting Documentation: Contract available for review.	
Recommended Action: Ratify East Texas Behavioral Healthcare Network (ETBHN) Services Contract	

Agenda Item: Independence Oaks Apartments Committee: Business	Board Meeting Date: August 27, 2020
Background Information: Evan Roberson and Tanya Bryant will provide an update to the Board about Independence Oaks in Executive Session.	
Supporting Documentation: None	
Recommended Action: Take action as needed.	

Agenda Item: Board of Trustees Unit Financial Statement as of July 2020 Committee: Business	Board Meeting Date August 27, 2020
Background Information: None	
Supporting Documentation: July 2020 Board of Trustees Unit Financial Statement	
Recommended Action: For Information Only	

Unit Financial Statement

FY 2020

	July 2020 Actuals	July 2020 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,160.00	\$ 2,160.00	\$ -	\$ 23,765.00	\$ 23,765.00	\$ -	100.00%	\$ 25,925.00
Total Revenue	\$ 2,160.00	\$ 2,160.00	\$ -	\$ 23,765.00	\$ 23,765.00	\$ -	100.00%	\$ 25,925.00
Expenses								
Insurance-Worker Compensation	\$ 7.20	\$ 13.00	\$ (5.80)	\$ 99.16	\$ 137.00	\$ (37.84)	72.38%	\$ 150.00
Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 16,500.00	\$ 16,500.00	\$ -	100.00%	\$ 18,000.00
Supplies-Office	\$ -	\$ 15.00	\$ (15.00)	\$ 78.49	\$ 160.00	\$ (81.51)	0.00%	\$ 175.00
Training	\$ (2,375.00)	\$ 300.00	\$ (2,675.00)	\$ -	\$ 3,300.00	\$ (3,300.00)	0.00%	\$ 3,600.00
Travel - Local	\$ -	\$ 21.00	\$ (21.00)	\$ -	\$ 228.53	\$ (228.53)	0.00%	\$ 250.00
Travel - Non-local Mileage/Air	\$ -	\$ 125.00	\$ (125.00)	\$ 536.76	\$ 1,375.00	\$ (838.24)	39.04%	\$ 1,500.00
Travel - Non-local Hotel	\$ -	\$ 125.00	\$ (125.00)	\$ 228.58	\$ 1,375.00	\$ (1,146.42)	16.62%	\$ 1,500.00
Travel - Meals	\$ -	\$ 63.00	\$ (63.00)	\$ -	\$ 687.00	\$ (687.00)	0.00%	\$ 750.00
Total Expenses	\$ (867.80)	\$ 2,162.00	\$ (3,029.80)	\$ 17,442.99	\$ 23,762.53	\$ (6,319.54)	73.41%	\$ 25,925.00
Total Revenue minus Expenses	\$ 3,027.80	\$ (2.00)	\$ 3,029.80	\$ 6,322.01	\$ 2.47	\$ 6,319.54	26.59%	\$ -

UPCOMING MEETINGS

September 24, 2020 – Board Meeting

- Approve Minutes from August 27, 2020 Board Meeting
- Community Resources Report
- Consumer Services Report for August 2020
- Program Updates
- Annual PNAC Reports
- FY 2020 Goals & Objectives Progress Report 4th Quarter
- 4th Quarter FY 2020 Corporate Compliance and Quality Management Report
- Annual Corporate Compliance Report and 1st Quarter FY 2021 Corporate Compliance Training
- Appoint Texas Council Representative and Alternate for FY 2021
- Board of Trustees Reappointments and Oaths of Office
- Analysis of Board Members Attendance for FY 2020 Regular and Special Called Board Meetings
- Personnel Report for August 2020
- Texas Council Risk Management Fund Claims Summary for August 2020
- Authorize Check Signers
- Approve FY 2021 Dues Commitment and Payment Schedule for Texas Council
- Review Preliminary August 2020 Financial Statements
- 4th Quarter Investment Report
- Board of Trustees Unit Financial Statement for August 2020
- Foundation Board Update

October 22, 2020 – Board Meeting

- Program Presentation – Legislative Updates – Danette Castle with Texas Council of Community Centers
- Approve Minutes from September 24, 2020 Board Meeting
- Longevity Recognitions
- Program Presentation - ISC Group, 401(a) Retirement Account Plan Review
- Community Resources Report
- Consumer Services Report for September 2020
- Program Updates
- Medicaid 1115 Transformation Waiver Project Status Report
- Board of Trustees Oaths of Office (any not present in September)
- Personnel Report for September 2020
- Texas Council Risk Management Fund Claims Summary for September 2020
- Approve September 2020 Financial Statements
- Board of Trustees Unit Financial Statement for September 2020
- HUD 811 Updates – Montgomery, Cleveland and Huntsville

Tri-County Behavioral Healthcare Acronyms

Acronym	Name
1115	Medicaid 1115 Transformation Waiver
AAIDD	American Association on Intellectual and Developmental Disabilities
AAS	American Association of Suicidology
ABA	Applied Behavioral Analysis
ACT	Assertive Community Treatment
ADA	Americans with Disabilities Act
ADD	Attention Deficit Disorder
ADHD	Attention Deficit Hyperactivity Disorder
ADL	Activities of Daily Living
ADRC	Aging and Disability Resource Center
AMH	Adult Mental Health
ANSA	Adult Needs and Strengths Assessment
AOP	Adult Outpatient
APM	Alternative Payment Model
APRN	Advanced Practice Registered Nurse
APS	Adult Protective Services
ARDS	Assignment Registration and Dismissal Services
ASH	Austin State Hospital
BCBA	Board Certified Behavior Analyst
BJA	Bureau of Justice Administration
BMI	Body Mass Index
C&Y	Child & Youth Services
CAM	Cost Accounting Methodology
CANS	Child and Adolescent Needs and Strengths Assessment
CARE	Client Assignment Registration & Enrollment
CBT	Computer Based Training & Cognitive Based Therapy
CC	Corporate Compliance
CCBHC	Certified Community Behavioral Health Clinic
CCP	Crisis Counseling Program
CDBG	Community Development Block Grant
CFC	Community First Choice
CFRT	Child Fatality Review Team
CHIP	Children's Health Insurance Program
CIRT	Crisis Intervention Response Team
CISM	Critical Incident Stress Management
CMH	Child Mental Health
CNA	Comprehensive Nursing Assessment
COC	Continuity of Care
COPSD	Co-Occurring Psychiatric and Substance Abuse Disorders
CPS	Child Protective Services
CPT	Cognitive Processing Therapy
CRCG	Community Resource Coordination Group
CSHI	Cleveland Supported Housing, Inc.
DADS	Department of Aging and Disability Services
DARS	Department of Assistive & Rehabilitation Services
DCP	Direct Care Provider
DEA	Drug Enforcement Agency
DFPS	Department of Family and Protective Services
DO	Doctor of Osteopathic Medicine
DOB	Date of Birth
DRC	Disaster Recovery Center
DRPS	Department of Protective and Regulatory Services
DSHS	Department of State Health Services
DSM	Diagnostic and Statistical Manual of Mental Disorders
DSRIP	Delivery System Reform Incentive Payments

DUA	Data Use Agreement
Dx	Diagnosis
EBP	Evidence Based Practice
ECI	Early Childhood Intervention
EHR	Electronic Health Record
EOU	Extended Observation Unit
ETBHN	East Texas Behavioral Healthcare Network
EVV	Electronic Visit Verification
FDA	Federal Drug Enforcement Agency
FEMA	Federal Emergency Management Assistance
FEP	First Episode Psychosis
FLSA	Fair Labor Standards Act
FMLA	Family Medical Leave Act
FTH	From the Heart
FY	Fiscal Year
HCBS-AMH	Home and Community Based Services - Adult Mental Health
HCS	Home and Community-based Services
HHSC	Health & Human Services Commission
HIPAA	Health Insurance Portability & Accountability Act
HR	Human Resources
HUD	Housing and Urban Development
ICAP	Inventory for Client and Agency Planning
ICF-IID	Intermediate Care Facility - for Individuals w/Intellectual Disabilities
ICI	Independence Communities, Inc.
ICM	Intensive Case Management
IDD	Intellectual and Developmental Disabilities
IDD PNAC	Intellectual and Developmental Disabilities Planning Network Advisory Committee
IHP	Individual Habilitation Plan
IMR	Illness Management and Recovery
IP	Implementation Plan
IPE	Initial Psychiatric Evaluation
IPP	Individual Program Plan
ITP	Individual Transition Planning (schools)
JDC	Juvenile Detention Center
JUM	Junior Utilization Management Committee
LAR	Legally Authorized Representative
LBHA	Local Behavioral Health Authority
LCDC	Licensed Chemical Dependency Counselor
LCSW	Licensed Clinical Social Worker
LIDDA	Local Intellectual & Developmental Disabilities Authority
LMC	Leadership Montgomery County
LMHA	Local Mental Health Authority
LMSW	Licensed Master Social Worker
LMFT	Licensed Marriage and Family Therapist
LOC	Level of Care (MH)
LOC-TAY	Level of Care - Transition Age Youth
LON	Level Of Need (IDD)
LOSS	Local Outreach for Suicide Survivors
LPHA	Licensed Practitioner of the Healing Arts
LPC	Licensed Professional Counselor
LPC-S	Licensed Professional Counselor-Supervisor
LPND	Local Planning and Network Development
LSFHC	Lone Star Family Health Center
LTD	Long Term Disability
LVN	Licensed Vocational Nurse
MAC	Medicaid Administrative Claiming
MCHC	Montgomery County Homeless Coalition
MCHD	Montgomery County Hospital District

MCO	Managed Care Organizations
MCOT	Mobile Crisis Outreach Team
MD	Medical Director/Doctor
MDCD	Medicaid
MDD	Major Depressive Disorder
MHFA	Mental Health First Aid
MIS	Management Information Services
MOU	Memorandum of Understanding
MSHI	Montgomery Supported Housing, Inc.
MTP	Master Treatment Plan
MVPN	Military Veteran Peer Network
NAMI	National Alliance on Mental Illness
NASW	National Association of Social Workers
NEO	New Employee Orientation
NGM	New Generation Medication
NGRI	Not Guilty by Reason of Insanity
NP	Nurse Practitioner
OCR	Outpatient Competency Restoration
OIG	Office of the Inspector General
OSAR	Outreach, Screening, Assessment and Referral (Substance Use Disorders)
PA	Physician's Assistant
PAP	Patient Assistance Program
PASRR	Pre-Admission Screening and Resident Review
PATH	Projects for Assistance in Transition from Homelessness (PATH)
PCIT	Parent Child Interaction Therapy
PCP	Primary Care Physician
PCRP	Person Centered Recovery Plan
PDP	Person Directed Plan
PETC	Psychiatric Emergency Treatment Center
PFA	Psychological First Aid
PHI	Protected Health Information
PNAC	Planning Network Advisory Committee
PRS	Psychosocial Rehab Specialist
QIDP	Qualified Intellectual Disabilities Professional
QM	Quality Management
QMHP	Qualified Mental Health Professional
RAC	Routine Assessment and Counseling
RCF	Residential Care Facility
RCM	Routine Case Management
RFP	Request for Proposal
RN	Registered Nurse
ROC	Regional Oversight Committee - ETBHN Board
RPNAC	Regional Planning & Network Advisory Committee
RSH	Rusk State Hospital
RTC	Residential Treatment Center
SAMA	Satori Alternatives to Managing Aggression
SAMHSA	Substance Abuse and Mental Health Services Administration
SASH	San Antonio State Hospital
SH	Supported Housing
SHAC	School Health Advisory Committee
SOAR	SSI Outreach, Access and Recovery
SSA	Social Security Administration
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
SSLC	State Supported Living Center
STAR Kids	State of Texas Reform-Kids (Managed Medicaid)
SUD	Substance Use Disorder
SUMP	Substance Use and Misuse Prevention

TAC	Texas Administrative Code
TANF	Temporary Assistance for Needy Families
TAY	Transition Aged Youth
TCBHC	Tri-County Behavioral Healthcare
TF-CBT	Trauma Focused CBT - Cognitive Behavioral Therapy
TCCF	Tri-County Consumer Foundation
TCOOMMI	Texas Correction Office on Offenders with Medical & Mental Impairments
TCRMF	Texas Council Risk Management Fund
TDCJ	Texas Department of Criminal Justice
TEA	Texas Education Agency
TIC/TOC	Trauma Informed Care-Time for Organizational Change
TP	Treatment Plan
TRA	Treatment Adult Services (Substance Abuse)
TRR	Texas Resilience and Recovery
TxHmL	Texas Home Living
TRY	Treatment Youth Services (Substance Abuse)
TVC	Texas Veterans Commission
TWC	Texas Workforce Commission
UM	Utilization Management
UW	United Way of Greater Houston
WCHD	Walker County Hospital District
WSC	Waiver Survey & Certification
YES	Youth Empowerment Services
YMHFA	Youth Mental Health First Aid
YPS	Youth Prevention Services
YPU	Youth Prevention Selective

Updated 8/5/2020